Institution: University of Puerto Rico at Cayey (243151)
User ID: P2431511

Overview

Institutional Characteristics Header Overview

Welcome to the Institutional Characteristics Header survey component (IC Header). This survey was introduced to collect data that are key to reporting throughout the IPEDS data collection, and must be completed and locked before any other survey can be started.

Some IC Header questions may require nothing more than a confirmation, if nothing has changed. Please make changes as necessary, and complete items that do need a response (enrollment questions).

Remember, it is the responsibility of the keyholder to provide NCES with accurate data about the institution. Please never hesitate to call the IPEDS Help Desk at 1-877-225-2568 and ask for help to make sure that you are reporting correctly!

Changes to This Year's IC Header Component:
- The question for doctor's degree granting institutions has been revised for clarity. This question determines applicability of graduate tuition screens in the Institutional Characteristics component, so please respond accurately.
- The calendar system question setup has been changed for clarity.
- This year, there is a new screen where you will be asked to indicate how long it took to prepare this survey component in hours and minutes. This information will be used to calculate new burden estimates for IPEDS data submission. In addition, you will be asked to provide a name and email address for the person who prepared the submission.

Because of the importance of the IC Header data in determining the screens you will receive in other surveys, be sure to report correctly, and to contact the IPEDS Help Desk if you have **ANY** questions about what you need to report.

The IC Header data affect other survey components in the following ways:
- The Educational Offerings question verifies your institution's inclusion in IPEDS.
- The Control and Levels page is key to all survey components, especially to Finance (F) and Graduation Rates (GR). Additionally, this is important information for students, impacts many federal reports, and is used in placing institutions in appropriate net price groupings.
- Calendar system selection impacts student charges data reported in Institutional Characteristics (IC), Fall Enrollment (EF) data, GR data, and Student Financial Aid (SFA) data related to the net price calculation.
- Enrollment levels impact student charges in IC and enrollment categories in the EF survey component.
- The operations question for new institutions determines reporting of 12-month enrollment (E12).

To download survey materials package for this component: Survey Materials

Part A - Educational Offerings

1. Which of the following types of instruction/programs are offered by your institution? [Check one or more]

If your institution does not offer occupational, academic or continuing professional programs, you are not expected to complete this or any other IPEDS survey.

☐	Occupational, may lead to a certificate, degree, or other formal award
☑	Academic, leading to a certificate, degree, or diploma
☐	Continuing professional (postbaccalaureate only)
☐	Recreational or avocational (leisure) programs
☐	Adult basic or remedial instruction or high school equivalency
☐	Secondary (high school)

Part A - System Office

2. System, Governing Board or Corporate Structure

Is the institution part of a multi-institution or multi-campus organization that owns, governs, or controls the institution? Do NOT indicate a religious affiliation here. That information is collected separately and differs from system name.

If you need assistance or need to make changes, contact the Help Desk at 1-877-225-2568. You will not be able to lock your submission if this question is blank.

○ No, this institution **IS NOT** a part of a multi-institution or multi-campus organization that owns, governs, or controls the institution.

◉ Yes, this institution **IS** a part of a multi-institution or multi-campus organization that owns, governs, or controls the institution.

If yes, specify the name of the multi-institution or multi-campus organization that owns, governs, or controls the institution. **Please make sure to spell the name out in the same way as other institutions in your organization.**

University of Puerto Rico

Part B - Organization - Control and Levels

1. What is your institutional control or affiliation?

Be sure to select the correct control for your institution. Errors on this question have an impact throughout the IPEDS surveys, in federal reporting, in net price groupings, and on your institutions appearance to students. If you reported incorrectly in a previous year, please contact the Help Desk at 877.225.2568 to correct the error.

◉ **Public** - Select primary and or secondary controls below

Primary control	Secondary control (if applicable)
State ▾	Select One ▾

○ Private for-profit

○ Private not-for-profit independent (no religious affiliation)

○ Private not-for-profit religious affiliation - Select affiliation below

Select One ▾

2. What award levels are offered by your institution? [Check all that apply]

When reporting award levels for sub baccalaureate certificates (levels 1, 2, and 4), **determine program length by the number of credit or contact hours**, NOT the academic year length in parentheses. The academic year length is meant only to provide context.

The 'Other' award level should not be used unless your program truly does not fit any of the other award levels. We expect very few institutions to fit the 'Other' category.

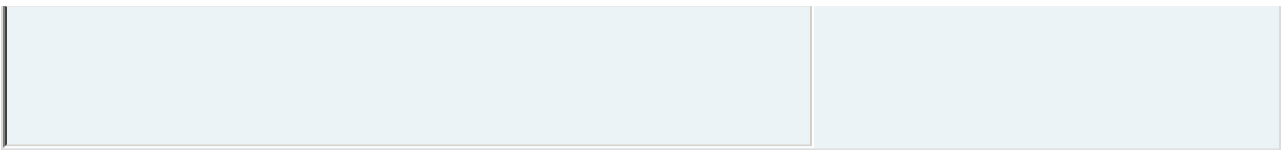| Award Level		
BELOW THE BACCALAUREATE:		
1	☐	**Postsecondary award, certificate, or diploma of** (less than one academic year) - **less than 900 contact or clock hours,** or - **less than 30 semester or trimester credit hours,** or - **less than 45 quarter credit hours**
2	☐	**Postsecondary award, certificate, or diploma of** (at least one but less than two academic years) - **at least 900 but less than 1800 contact or clock hours,** or - **at least 30 but less than 60 semester or trimester credit hours,** or - **at least 45 but less than 90 quarter credit hours**
3	☑	**Associate's degree**
4	☐	**Postsecondary award, certificate, or diploma of** (at least two but less than four academic years) - **1800 or more contact or clock hours,** or - **60 or more semester or trimester credit hours,** or - **90 or more quarter credit hours**
BACCALAUREATE AND ABOVE:		
5	☑	**Bachelor's degree** or equivalent
6	☐	**Postbaccalaureate certificate**
7	☐	**Master's degree**
8	☐	**Post-master's certificate**
17	☐	**Doctor's degree - research/scholarship**
18	☐	**Doctor's degree - professional practice**
19	☐	**Doctor's degree - Other**
12	☐	**Other** (specify in box below)

You may use the space below to provide context for the data you've reported above.

There are no First time degree seeking students to the Associate's degrees program

Part B - Organization - Calendar System

*Your response to the next question determines how your institution reports Institutional Characteristics student charges data in the fall, Student Financial Aid data in the spring, and Graduation Rates data in the spring. **It also impacts the net price calculation in the Student Financial Aid survey.***

If the calendar system differs from prior year or requires a change, please contact the Help Desk at 877.225.2568.

3. What is the predominant calendar system at the institution? [Choose one]

Academic Year Reporting Method (Standard academic terms)

Selecting one of the following calendar types determines that your institution will provide Student Financial Aid and Graduation Rates data based on a FALL COHORT and student charges data for a full ACADEMIC YEAR.

- ◉ Semester
- ○ Quarter
- ○ Trimester
- ○ 4-1-4 or similar plan

Program Reporting Method (Other calendar system)

Selecting one of the following calendar types determines that your institution will provide Graduation Rates data based on a FULL YEAR COHORT, Student Financial Aid data on the 3 month cohort from Fall Enrollment, and student charges data by PROGRAM.

- ○ Differs by program
- ○ Continuous basis (every 2 weeks, monthly, or other period)

Hybrid/Mixed Reporting Method (Standard academic terms, other academic calendar)

Selecting the hybrid calendar type determines that your institution will provide Graduation Rates data based on a FULL YEAR COHORT, Student Financial Aid data on the 3 month cohort from Fall Enrollment, and student charges data for a full ACADEMIC YEAR.

- ○ Hybrid (Other academic calendar)

Part B - Organization - Student Enrollment

4. Does your institution enroll any of the following types of students?

*Include all levels offered by your institution, **even if there are no students currently enrolled at that level.***

*Responses to this question determine which screens will be generated for reporting academic year tuition charges, and for reporting Fall Enrollment during the spring collection. Additionally, checking **Yes** for full-time, first-time, degree/certificate-seeking undergraduate students determines that your institution must report cost of attendance data (on the IC component) and Student Financial Aid data for these students.*

	Full-time		Part-time	
	No	Yes	No	Yes
Undergraduate (academic or occupational programs)	○	◉	○	◉
First-time, degree/certificate-seeking undergraduate	○	◉	○	◉
Graduate (not including doctor's professional)	◉	○	◉	○

6. For Fall 2006, did your institution have any full-time first-time degree/certificate-seeking students enrolled in programs at the baccalaureate level or below?

*If you answer **Yes** to this question, you will be required to provide Graduation Rates data for the 2006-07 cohort in the spring collection. If you answer **No** to this question, indicate the reason you are not required to report Graduation Rates for the cohort year requested.*

If you reported any full-time, first-time degree/certificate-seeking undergraduates on the 2006-07 Enrollment survey, the data will be preloaded below.

○	No	
	☐	This institution did not enroll full-time, first-time (undergraduate) students.
	☐	This institution did not offer programs at or below the baccalaureate level.
	☐	This institution was not in operation in 2006-07.
◉	Yes	

Full-time, first-time degree/certificate-seeking students from 2006-07 Enrollment survey (GR Cohort) | 737

Prepared by

This survey component was prepared by:

(•) Keyholder   ( ) (SFA,HR,F) Contact   ( ) Other

Name: Olga I. Sierra Flores

Email: olga.sierra@upr.edu

How long did it take to prepare this survey component?   _____ hours   10 minutes

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.

Thank you for your assistance.

Institutional Characteristics Header 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 ExPT and sent to your institution's CEO in November 2013.

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.

GENERAL INFORMATION	
Educational Offerings	Academic

Control	Public
	   Primary Control: State
	   Secondary Control: N/A

Award Levels Offered	Associate's degree Bachelor's degree
Reporter Type	Academic
Calendar System	Semester
Levels of Enrollment Offered	Full-time Undergraduate Full-time First-time, degree/certificate-seeking Undergraduate Part-time Undergraduate Part-time First-time, degree/certificate-seeking Undergraduate
System	University of Puerto Rico

IC Header

University of Puerto Rico at Cayey (243151)

There are no errors for the selected survey and institution.

IC Header

University of Puerto Rico at Cayey (243151)

Institution: University of Puerto Rico at Cayey (243151)
User ID: P2431511

Overview

Institutional Characteristics Overview

Welcome to the Institutional Characteristics (IC) component. This component collects important information about your institution's mission, admissions, student services, and student charges.

Much of the data reported on IC appear on College Navigator, a college search service for students. **Please report data correctly, as College Navigator is only updated one time after IC data have been reviewed, so errors may stay on the website for a full year.**

Additionally, the cost of attendance data are used to calculate the net price of attendance in the Student Financial Aid component. This has important implications for what students see about your institution, and also for the College Affordability and Transparency lists.

Remember, **it is the responsibility of the keyholder to provide NCES with accurate data about the institution**. Please never hesitate to call the IPEDS Help Desk and ask for help to make sure that you are reporting correctly!

Changes to This Year's Institutional Characteristics Component:
- There is a new question that asks at what levels your institution offers distance education: undergraduate, graduate, or no distance education offered. Please carefully review the definition of distance education before responding.
- **‼** Cost of attendance data will only be collected for the current year. Any changes to prior year data need to be made in the prior year revision system. Starting next year, only one year of data will be able to be revised in prior year systems.

Reviews of the IC survey data indicate a number of places where many people make errors. Please review the common errors listed below to ensure your institution does not make any reporting errors which may affect your institution's appearance to students and others.
- **Do not try to outsmart fatal errors.** In some cases, this provides false information to students or may cause an institution to appear on the College Affordability and Transparency lists. Fatal errors are there for a reason - contact the Help Desk at 877.225.2568 and they will happily help you to figure out what you are doing incorrectly, or provide an override if necessary.
- **Admissions data are for first-time students only.**
- **Many institutions are open admission but indicate that they are not.** If your institution only requires a GED or other high school equivalent and/or an ability to benefit test, and admits almost all students that apply, your institution is open admission.
- **If your institution makes ANY (even one) exceptions to an on-campus housing requirement, you should not indicate that you require students to live on campus.** This leads to inconsistent and problematic reporting on the Student Financial Aid survey.
- **Academic year reporters need to report tuition, fees, and living expenses *for the entire academic year for which they are reporting*.** In order to be consistent with other institutions in IPEDS, please use the IPEDS definition of an academic year.

To download survey materials package for this component: Survey Materials

To see last year's data submission for this component: Reported Data

Part A - Mission Statement

1. Provide the institution's mission statement *or* a web address (URL) where the mission statement can be found. Typed statements are limited to 2,000 characters or less. The mission statement will be available to the public on College Navigator.

Mission Statement URL:

https://docs.google.co

Please begin URL with "http://" or "https://"

Mission Statement

2. Are all the programs at your institution offered completely via distance education?

○ Yes

● No

Part B - Admissions and Estimated Enrollment

1. Does your institution have an <u>open admission policy</u> for all or most entering <u>first-time</u> degree/certificate-seeking <u>undergraduate</u>-level students?

If the only requirement for admission is a high school diploma or GED/other equivalent, your institution is still considered open admission. Institutions that require only an Ability to Benefit or similar test beyond the diploma/equivalent, and only reject a very small number of students based on the test, are also considered open admission.

If your institution does not have an open admission policy, you will be expected to answer additional questions (B2, B3, and B4) regarding your admissions procedures and admissions yield.

○ Yes

● No

⊕ You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website, and should be written to be understood by students and parents.

Part B - Admission Requirements and Services - Admission Considerations

2. Please select the option that best describes how your institution uses any of the following data in its undergraduate selection process.

Admission Considerations	Required	Recommended	Neither Required nor Recommended	Don't Know
Secondary school GPA	●	○	○	○
Secondary school rank	○	○	●	○
Secondary school record	●	○	○	○
Completion of college-preparatory program	○	○	●	○
Recommendations	○	○	●	○
Formal demonstration of competencies (e.g., portfolios, certificates of mastery, assessment instruments)	○	○	●	○
Admission test scores				
SAT / ACT	●	○	○	○
Other Test (ABT, Wonderlic, WISC-III, etc.) Note: If this is the only requirement other than a diploma or equivalent, and few students are not admitted due to this test, please return to question 1 and indicate that your institution is open admission.	○	○	●	○
TOEFL (Test of English as a Foreign Language)	○	○	●	○

Part B - Admission Requirements and Services - Selection Process

3. Provide the number of first-time, degree/certificate-seeking undergraduate students who applied, who were admitted, and who enrolled (either full- or part-time) at your institution for the most recent Fall period available. Include early decision, early action, and students who began studies during the summer prior to the selected fall reporting period.

Remember that this question is only applicable to first-time students, do not include other students in these totals.

Only report students at levels that you indicated were offered in the IC Header. If you made an error in the IC Header, please call the IPEDS Help Desk and correct your error.

Select reporting period:	○ Fall 2011	◉ Fall 2012	

	Men	Women	Total
Number of applicants	383	775	1,158
Number of admissions	333	633	966
Number (of admitted) that enrolled full-time	306	583	889
Number (of admitted) that enrolled part-time	1	3	4
Total enrolled full-time and part-time	307	586	893
Percent of admissions enrolled full-time and part-time	92	93	⊗ 92

4. If test scores are required for admission for first-time, degree/certificate-seeking undergraduate students, provide the number and percentage of *enrolled* students submitting SAT and/or ACT scores, as well as the 25th and 75th percentile scores for each test. Provide writing test scores *only* if used for admission. Provide data for the most recent group of *enrolled* students for whom data are available. Include new students admitted the summer prior to the selected fall reporting period.

DO NOT convert test scores (e.g., do not convert an SAT score to an ACT scale, etc.). If you have numbers for both SAT and ACT scores, **provide the percentiles for both tests.**

Select reporting period	○ Fall 2011	◉ Fall 2012	○ Test scores NOT required
Number of enrolled students that submitted SAT scores		893	
Percent of enrolled students that submitted SAT scores		100	
Number of enrolled students that submitted ACT scores			
Percent of enrolled students that submitted ACT scores			

	25th Percentile	75th Percentile
SAT Critical Reading	503	615
SAT Math		

	505	635
SAT Writing	⬦ [ ]	⬦ [ ]
ACT Composite	[ ]	[ ]
ACT English	[ ]	[ ]
ACT Math	[ ]	[ ]
ACT Writing	[ ]	[ ]

⊕ **You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website, and should be written to be understood by students and parents.**

Scores are those obtained on the PR College Board Examination Board (CEEB). Scores entered for SAT Critical Reading represent those obtained on the CEEB verbal aptitude component while math scores are from the mathematical aptitude component.

Part B - Estimated Fall Enrollment

Estimated 2012 Fall Enrollment

Provide an early estimate of the institution's fall enrollment for all levels offered. Levels should match those indicated 'Yes' in the IC Header survey. If you made an error in the IC Header survey, please contact the Help Desk.

These data will NOT appear in College Navigator, but will be made available via the IPEDS Data Center.

Estimates should be based on the definitions used in the IPEDS Fall Enrollment component submitted during the spring collection (for academic institutions report an estimate of the students that are/will be enrolled as of October 15, 2012; for program reporter institutions report an estimate of students enrolled in your institution at any time between August 1 and October 31, 2012). Prior year (PY) Fall Enrollment counts are provided for reference.

	Full-time	FT PY Enroll-ment	Part-time	PT PY Enroll-ment	Total
Undergraduate (academic or occupational programs)	3,405	**3,292**	291	**258**	3,696
Of undergraduates, those who are first-time, degree/certificate-seeking students	889	**751**	4	**1**	893
Graduate					0

Part C - Student Services - Special Learning Opportunities

1. Does your institution accept any of the following? [Check all that apply]

☑ Dual credit (college credit earned while in high school)

☐ Credit for life experiences

☑ Advanced placement (AP) credits

☐ None of the above

2. What types of special learning opportunities are offered by your institution? [Check all that apply]

☑ ROTC

☑ Army	☐ Navy	☐ Air Force

☑ Study abroad

☑ Weekend/evening college

☑ Teacher certification (for the elementary, middle school/junior high, or secondary level)

Do **not** include certifications to teach at the postsecondary level.

☑ Students can complete their preparation in certain areas of specialization

☐ Students must complete their preparation at another institution for certain areas of specialization

☐ This institution is approved by the state for the initial certification or licensure of teachers

☐ None of the above

3. If your institution grants a bachelor's degree or higher but does not offer a full 4-year program of study at the undergraduate level, how many years of completed college-level work are required for entrance?

Number of years	Select One ▾

Part C - Student Services - Distance Opportunities

4. Which of the following selected student services are offered by your institution? [Check all that apply]

- ☑ Remedial services
- ☑ Academic/career counseling services
- ☑ Employment services for current students
- ☑ Placement services for program completers
- ☑ On-campus day care for children of students
- ☐ None of the above

5. Does your institution have its own library or are you financially supporting a shared library with another postsecondary education institution?

- ◉ Have our own library
- ○ Do not have our own library but contribute financial support to a shared library
- ○ Neither of the above

6. Indicate whether or not any of the following alternative tuition plans are offered by your institution.

- ○ No
- ◉ Yes
    - ☑ Tuition guarantee
    - ☐ Prepaid tuition plan
    - ☑ Tuition payment plan
    - ☐ Other (specify in box below)

7. Please indicate at what level(s) your institution offers distance education opportunities (courses and/or programs).

- ☐ Undergraduate
- ☐ Graduate
- ☑ The institution does not offer distance education opportunities

⊕ **You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website, and should be written to be understood by students and parents.**

Part C - Disability Service

Please indicate the percentage of all undergraduates enrolled during fall 2011 who were formally registered as students with disabilities with the institution's office of disability services (or the equivalent office).

○	3 percent or less	
⦿	More than 3 percent:	9 %

✛ **You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website, and should be written to be understood by students and parents.**

Part D - Student Charges Questions

1. Are all <u>full-time</u>, <u>first-time</u> degree/certificate-seeking students required to live on campus or in institutionally-controlled housing?

*If you answer **Yes** to this question, you will not be asked to report off-campus room and board in the price of attendance (D11).*

This is only a screening question, and your response does not show up on College Navigator.

*If you make any exceptions to this rule, and have even one first-time, full-time student living off-campus, please answer **No** so that this does not cause conflicts with the Student Financial Aid survey. Making changes to the SFA component is very difficult and may lead to inaccurate reporting for your institution.*

⊙	No
○	Yes, and we do not make **ANY** (even one) exceptions to this rule

2. Does your institution charge different <u>tuition</u> for <u>in-district</u>, <u>in-state</u>, or <u>out-of-state</u> students?

*If you answer **Yes** to this question, you will be expected to report tuition amounts for in-district, in-state, and out-of-state students.*

*Please only select **Yes** if you really charge different tuition rates, or you will be reporting the same numbers 3 times.*

○	No
⊙	Yes

3. Does your institution offer institutionally-controlled housing (either on or off campus)?

*If you answer **Yes** to this question, you will be expected to specify a housing capacity, and to report a room charge or a combined room and board charge (D10).*

⊙	No
○	Yes
	Specify <u>housing capacity</u> for academic year 2012-13
	[ ]

4. Do you offer <u>board</u> or meal plans to your students?

*If you answer **Yes** to this question, you will be expected to report a board charge or combined room and board charge (D10).*

⊙	No
○	Yes - Enter the number of meals per week in the maximum meal plan available
	[ ]
○	Yes - Number of meals per week can vary (e.g., students' charge meals against a meal card)

Part D – Undergraduate Student Charges

If the institution charges an application fee, indicate the amount.

	Amount	Prior year
Undergraduate application fee	20	20

5. Charges to full-time undergraduate students for the full academic year 2012-13

Please be sure to report an average tuition that includes all students at all levels (freshman, sophomore, etc.).

	In-district	Prior year	In-state	Prior year	Out-of-state	Prior year
All full-time undergraduates						
Average tuition	1,734	2,703	1,734	2,703	3,891	3,823
Required fees	1,141	4,016	1,141	4,016	1,141	4,016

6. Per credit hour charge for part-time undergraduate students

Please be sure to report an average per credit tuition that includes all students at all levels (freshman, sophomore, etc.).

	In-district	Prior year	In-state	Prior year	Out-of-state	Prior year
Per credit hour charge	44	53	44	53	114	112

Part D – Student Charges – Price of Attendance

11. Cost of attendance for full-time, first-time undergraduate students:

Please enter the amounts requested below. These data will be made available to the public on College Navigator. If your institution participates in any Title IV programs (Pell, Stafford, etc.), you must complete all information. Estimates of expenses for books and supplies, room and board, and other expenses are those from the **Cost of Attendance report** used by the financial aid office in determining financial need. Please talk to your financial aid office to get these numbers, to ensure that you are reporting correctly.

If the **2012-13 tuition and/or fees as reported on this page** for *full-time, first-time students* are covered by a tuition guarantee program, check the applicable box(es) under 'Tuition Guarantee'. Additionally, please indicate the maximum % increase that is guaranteed. *These numbers are expected to be fairly small. Please contact the Help Desk if you are confused about these values and how to report them.*

Charges for full academic year	2009-10	2010-11	2011-12	2012-13	Tuition Guarantee (check only if applicable to entering students in 2012-13)	Guaranteed increase %
Published tuition and required fees:						
In-district						
Tuition	2,499	2,601	2,703	1,870	☑	4
Required fees	1,313	1,313	1,313	949	☐	
Tuition + fees total	3,812	3,914	4,016	2,819		
In-state						
Tuition	2,499	2,601	2,703	1,870	☑	4
Required fees	1,313	1,313	1,313	949	☐	
Tuition + fees total	3,812	3,914	4,016	2,819		
Out-of-state						
Tuition	3,884	3,755	3,823	3,892	☑	2
Required fees	1,313	1,142	1,142	949	☐	
Tuition + fees total	5,197	4,897	4,965	4,841		
Books and supplies	2,735	2,735	2,735	1,825		
Off campus (not with family):						
Room and board	8,280	8,280	8,280	8,280		

Other expenses	**1,200**	**1,200**	**1,200**	◈ 2,125		
Room and board and other expenses	**9,480**	**9,480**	**9,480**	10,405		

Off campus (with family):

Other expenses	**1,200**	**1,200**	**1,200**	◈ 2,900		

⊕ **You may use the space below to provide context for the data you've reported above. These context notes will be posted on the College Navigator website, and should be written to be understood by students and parents.**

Part E - Athletic Association

1. Is this institution a member of a national athletic association?

○ No

○ Yes - Check all that apply

☐ National Collegiate Athletic Association (NCAA)

☐ National Association of Intercollegiate Athletics (NAIA)

☐ National Junior College Athletic Association (NJCAA)

☐ United States Collegiate Athletic Association (USCAA)

☐ National Christian College Athletic Association (NCCAA)

☐ Other

2. If this institution is a member of the NCAA or NAIA, specify the conference FOR EACH SPORT using the pull down menu.

Sport	NCAA or NAIA member			Conference
Football	● No	○	Yes-Specify	Select One
Basketball	● No	○	Yes-Specify	Select One
Baseball	● No	○	Yes-Specify	Select One
Cross country and/or track	● No	○	Yes-Specify	Select One

Prepared by

This survey component was prepared by:

○ Keyholder	○ SFA Contact	○ HR Contact	○ Finance Contact	◉ Other

Name: Olga Sierra

Email: olga.sierra@upr.edu

How long did it take to prepare this survey component? [____] hours [____] minutes

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.

Summary

Institutional Characteristics Component Summary
Academic Year Reporters

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 ExPT and sent to your institution's CEO in November 2013.

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.

GENERAL INFORMATION	
Mission Statement	https://docs.google.com/viewer?a=v&pid=explorer&chrome=true&srcid=0B5WQ0yEs8X7VMTMyMTBmYzUtNjYzNS00YTBkLTkyYjctODc2OGI0MTUxNzZh&hl=en_US
Are all the programs at your institution offered completely via distance education?	No
Special Learning Opportunities	ROTC (Army) Study abroad Weekend/evening college Teacher certification (below the postsecondary level)
Student Services	Remedial services Academic/career counseling services Employment services for current students Placement services for program completers On-campus day care for children of students
Credit Accepted	Dual credit (college credit earned while in high school) Advanced placement (AP) credits
Undergraduate students enrolled who are formally registered with office of disability services	9%

PRICING INFORMATION				
Estimated expenses for academic year for full-time, first-time students	2009-10	2010-11	2011-12	2012-13
In-district tuition and fees	$3,812	$3,914	$4,016	$2,819
In-state tuition and fees	$3,812	$3,914	$4,016	$2,819
Out-of-state tuition and fees	$5,197	$4,897	$4,965	$4,841
Books and supplies	$2,735	$2,735	$2,735	$1,825

PRICING INFORMATION

	Off Campus Room and Board	$8,280	$8,280	$8,280	$8,280
	Off Campus Other Expenses	$1,200	$1,200	$1,200	$2,125
	Off Campus with family Other Expenses	$1,200	$1,200	$1,200	$2,900

Average undergraduate student tuition and fees for academic year 2012-13	Tuition		Fees	
	In-district	$1,734		$1,141
	In-state	$1,734		$1,141
	Out-of-state	$3,891		$1,141

Alternative tuition plans	Tuition guarantee Tuition payment plan

ADMISSIONS INFORMATION

Open admission	No
Undergraduate application fee 2012-13	$20

Undergraduate Admissions Fall 2012	Total	Male	Female
Number of applicants	1,158	383	775
Percent admitted	83%	87%	82%
Percent admitted who enrolled	92%	92%	93%

Admissions Considerations	Required	Recommended
	Secondary school GPA Secondary school record Admission test scores (SAT/ACT)	N/A

Test Scores Fall 2012 (enrolled full-time students)	# Submitting Scores	% Submitting Scores
SAT	893	100%
ACT	N/A	N/A
	25th Percentile	75th Percentile
SAT Critical Reading	503	615
SAT Math	505	635
SAT Writing	N/A	N/A
ACT Composite	N/A	N/A
ACT English	N/A	N/A
ACT Math	N/A	N/A
ACT Writing	N/A	N/A

Edit Report

Institutional Characteristics

University of Puerto Rico at Cayey (243151)

Source	Description	Severity	Resolved	Options
Screen: Selection Process				
Screen Entry	A majority of institutions have an admissions yield less than or equal to 90%. Please correct your data or contact the IPEDS Help Desk for assistance at 1-877-225-2568. (Error #11305)	Fatal	Yes	
Reason:	Overridden by administrator. This is normal for the institution. Most students who are admitted enroll. ACL			
Screen Entry	You reported the number of students who submitted SAT test scores but you did not enter any percentiles. Please explain or fix. (Error #11172)	Explanation	Yes	
Reason:	Scores are those obtained on the PR College Board Examination Board (CEEB). Scores entered for SAT Critical Reading represent those obtained on the CEEB verbal aptitude component while math scores are from the mathematical aptitude component.			
Screen Entry	You reported the number of students who submitted SAT test scores but you did not enter any percentiles. Please explain or fix. (Error #11172)	Explanation	Yes	
Reason:	Scores are those obtained on the PR College Board Examination Board (CEEB). Scores entered for SAT Critical Reading represent those obtained on the CEEB verbal aptitude component while math scores are from the mathematical aptitude component.			
Screen: Undergrad Tuition				
Screen Entry	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Screen Entry	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Screen Entry	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Screen Entry	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Screen Entry	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Screen: Price of Attendance				
	This value should be within 25% of prior year. (Error #11109)	Explanation	Yes	

Screen Entry				
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Screen Entry	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Screen Entry	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	
Reason:	Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Screen Entry	The required fees entered in the pricing page is expected to be within 10% of the fees in the undergraduate tuition page. Please fix or explain. (Error #11225)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Related Screens:	Undergrad Tuition, Price of Attendance			
Screen Entry	The required fees entered in the pricing page is expected to be within 10% of the fees in the undergraduate tuition page. Please fix or explain. (Error #11225)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Related Screens:	Undergrad Tuition, Price of Attendance			
Screen Entry	The required fees entered in the pricing page is expected to be within 10% of the fees in the undergraduate tuition page. Please fix or explain. (Error #11225)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Related Screens:	Undergrad Tuition, Price of Attendance			
Screen Entry	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Screen Entry	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
Screen Entry	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.			
	This value should be within 20% of prior year. (Error #11110)	Explanation	Yes	

Screen Entry					
Reason:	Data appearing in the IPEDS PY System are not consistent with data submitted by the Institution in 2011-2012. Data has been submitted in accordance with the UPR Central Administration Financial Aid Office Cost of Attendance Report. Costs by year of admission were averaged to an academic load of 17 credit hours.				

Institution: University of Puerto Rico at Cayey (243151)   User ID: P2431511

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, 2011 and June 30, 2012. Beginning with this year's data collection (2012-13), the Completions component is also collecting the number of students (e.g., completers) who earned awards between July 1, 2011 and June 30, 2012.

Completions Common Errors
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.

Recent Changes

• The following question on **distance education** has been added to the "CIP Data" screen:
"Is this program offered as a distance education program?"
• The following two new screens, which collect data specifically on students have been added to this component:
    ○ "**All Completers**" - Collects the number of students who earned an award between July 1, 2011 and June 30, 2012 by gender and race/ethnicity. (The intent of this screen is to collect an unduplicated count of total numbers of completers.)
    ○ "**Completers by Level**" - Collects the number of students who earned an award between July 1, 2011 and June 30, 2012 by award level and 1) by gender; 2) by race/ethnicity; and 3) by age.

General Information
CIP Codes: The CIP 2010 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 2000 CIP and 2010 CIP. The Resources Page of the CIP 2010 website contains many valuable resources including: • CIP 2010 Manual and copies of previous editions of the CIP Manual • Crosswalk between the 2000 CIP codes and the 2010 CIP codes in Excel format
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. The prior year revision system can be accessed using the following link: Prior Year Revision System

Completions CIP Data

CIPCODE	Award Level	Major	Gender	Non Resident 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	distance education program
13.1001 Special Education and Teaching, General	5 Bachelor's degree	1	Men	0	1	0	0	0	0	0	0	0	1	
			Women	0	23	0	0	0	0	0	0	0	23	
			Total	0	24	0	0	0	0	0	0	0	24	No
13.1305 English/Language Arts Teacher Education	5 Bachelor's degree	1	Men	0	7	0	0	0	0	0	0	0	7	
			Women	0	7	0	0	0	0	0	0	0	7	
			Total	0	14	0	0	0	0	0	0	0	14	No
13.1311 Mathematics Teacher Education	5 Bachelor's degree	1	Men	0	4	0	0	0	0	0	0	0	4	
			Women	0	10	0	0	0	0	0	0	0	10	
			Total	0	14	0	0	0	0	0	0	0	14	No
13.1314 Physical Education Teaching and Coaching	5 Bachelor's degree	1	Men	0	17	0	0	0	0	0	0	0	17	
			Women	0	1	0	0	0	0	0	0	0	1	
			Total	0	18	0	0	0	0	0	0	0	18	No
13.1316 Science Teacher Education/General Science Teacher Education	5 Bachelor's degree	1	Men	0	2	0	0	0	0	0	0	0	2	
			Women	0	3	0	0	0	0	0	0	0	3	
			Total	0	5	0	0	0	0	0	0	0	5	No
13.1328 History Teacher Education	5 Bachelor's degree	1	Men	0	1	0	0	0	0	0	0	0	1	
			Women	0	14	0	0	0	0	0	0	0	14	
			Total	0	15	0	0	0	0	0	0	0	15	No
13.1330 Spanish Language Teacher Education	5 Bachelor's degree	1	Men	0	2	0	0	0	0	0	0	0	2	
			Women	0	12	0	0	0	0	0	0	0	12	
			Total	0	14	0	0	0	0	0	0	0	14	No
16.0905 Spanish Language and Literature	5 Bachelor's degree	1	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	3	0	0	0	0	0	0	0	3	
			Total	0	3	0	0	0	0	0	0	0	3	No
23.0101 English Language and Literature, General	5 Bachelor's degree	1	Men	0	1	0	0	0	0	0	0	0	1	
			Women	0	2	0	0	0	0	0	0	0	2	
			Total	0	3	0	0	0	0	0	0	0	3	No
24.0103 Humanities/Humanistic Studies	5 Bachelor's degree	1	Men	0	2	0	0	0	0	0	0	0	2	
			Women	0	4	0	0	0	0	0	0	0	4	
			Total	0	6	0	0	0	0	0	0	0	6	No
26.0101 Biology/Biological Sciences, General	5 Bachelor's degree	1	Men	0	19	0	0	0	0	0	0	0	19	
			Women	0	41	0	0	0	0	0	0	0	41	
			Total	0	60	0	0	0	0	0	0	0	60	No
27.0101 Mathematics, General	5 Bachelor's degree	1	Men	0	3	0	0	0	0	0	0	0	3	
			Women	0	1	0	0	0	0	0	0	0	1	
			Total	0	4	0	0	0	0	0	0	0	4	No
30.1801 Natural Sciences	5 Bachelor's degree	1	Men	0	14	0	0	0	0	0	0	0	14	
			Women	0	42	0	0	0	0	0	0	0	42	
			Total	0	56	0	0	0	0	0	0	0	56	No
40.0501 Chemistry, General	5 Bachelor's degree	1	Men	0	8	0	0	0	0	0	0	0	8	
			Women	0	16	0	0	0	0	0	0	0	16	
			Total	0	24	0	0	0	0	0	0	0	24	No
42.0101	5	1	Men	0	6	0	0	0	0	0	0	0	6	

CIPCODE	Award Level	Major	Gender	Non Resident 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	distance education program
Psychology, General	Bachelor's degree		Women	0	33	0	0	0	0	0	0	0	33	
			Total	0	39	0	0	0	0	0	0	0	39	No
42.9999 Psychology, Other	5 Bachelor's degree	1	Men	0	5	0	0	0	0	0	0	0	5	
			Women	0	36	0	0	0	0	0	0	0	36	
			Total	0	41	0	0	0	0	0	0	0	41	No
45.0101 Social Sciences, General	5 Bachelor's degree	1	Men	0	4	0	0	0	0	0	0	0	4	
			Women	0	7	0	0	0	0	0	0	0	7	
			Total	0	11	0	0	0	0	0	0	0	11	No
45.0601 Economics, General	5 Bachelor's degree	1	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	3	0	0	0	0	0	0	0	3	
			Total	0	3	0	0	0	0	0	0	0	3	No
45.1101 Sociology	5 Bachelor's degree	1	Men	0	4	0	0	0	0	0	0	0	4	
			Women	0	7	0	0	0	0	0	0	0	7	
			Total	0	11	0	0	0	0	0	0	0	11	No
52.0101 Business/Commerce, General	5 Bachelor's degree	1	Men	0	3	0	0	0	0	0	0	0	3	
			Women	0	4	0	0	0	0	0	0	0	4	
			Total	0	7	0	0	0	0	0	0	0	7	No
52.0299 Business Administration, Management and Operations, Other	5 Bachelor's degree	1	Men	0	10	0	0	0	0	0	0	0	10	
			Women	0	15	0	0	0	0	0	0	0	15	
			Total	0	25	0	0	0	0	0	0	0	25	No
52.0301 Accounting	5 Bachelor's degree	1	Men	0	26	0	0	0	0	0	0	0	26	
			Women	0	36	0	0	0	0	0	0	0	36	
			Total	0	62	0	0	0	0	0	0	0	62	No
52.0401 Administrative Assistant and Secretarial Science, General	5 Bachelor's degree	1	Men	0	2	0	0	0	0	0	0	0	2	
			Women	0	19	0	0	0	0	0	0	0	19	
			Total	0	21	0	0	0	0	0	0	0	21	No
54.0101 History, General	5 Bachelor's degree	1	Men	0	2	0	0	0	0	0	0	0	2	
			Women	0	1	0	0	0	0	0	0	0	1	
			Total	0	3	0	0	0	0	0	0	0	3	No

Completions: total by first major

99.0000 Summary Grand Totals	Award Level	Nonresi-dent 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		0	143	0	0	0	0	0	0	0	143	107
Women		0	340	0	0	0	0	0	0	0	340	327
Total		0	483	0	0	0	0	0	0	0	483	434
Grand Total Men		0	143	0	0	0	0	0	0	0	143	107
Grand Total Women		0	340	0	0	0	0	0	0	0	340	327
Grand Total		0	483	0	0	0	0	0	0	0	483	434
PY Grand Total Men		0	107	0	0	0	0	0	0	0		107
PY Grand Total Women		0	327	0	0	0	0	0	0	0		327
PY Grand Total		0	434	0	0	0	0	0	0	0		434

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, 2011 and June 30, 2012. 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	
Nonresident alien	0	0	0	0	0
Hispanic/Latino	143	143	340	340	483
American Indian or Alaska Native	0	0	0	0	0
Asian	0	0	0	0	0
Black or African American	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
White	0	0	0	0	0
Two or more races	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0
TOTAL	143	143	340	340	483

Completers by Level

Institutions must report the following information. This screen will be shown for each of the following award categories for which completions have been reported:
- Less than 1-year certificates
- At least 1 but less than 4-year certificates
- 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, 2011 and June 30, 2012. 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	143	143
Women	340	340
TOTAL	483	483
By Race/Ethnicity		
Nonresident alien	0	0
Hispanic/Latino	483	483
American Indian or Alaska Native	0	0
Asian	0	0
Black or African American	0	0
Native Hawaiian or Other Pacific Islander	0	0

White	0	0
Two or more races	0	0
Race and ethnicity unknown	0	0
TOTAL	483	483
By Age		
Under 18	0	
18-24	390	
25-39	89	
40 and Above	2	
Age Unknown	2	
TOTAL	483	483

Prepared By

This survey component was prepared by:

	Keyholder		SFA Contact		HR Contact		Finance Contact	⦿	Other
○		○		○		○			

Name: [   ]

Email: [   ]

How long did it take to prepare this survey component?   [2] hours   [   ] minutes

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.

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 ExPT and sent to your institution's CEO in November 2013.

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	
	1st major	2nd major
Bachelors degree or equivalent	483	0
Total number of degrees and certificates	483	

Summary of Completers Data

	Number of Students		
	Men	Women	Total
All Completers	143	340	483

Edit Report

Completions

University of Puerto Rico at Cayey (243151)

Source	Description	Severity	Resolved	Options
Global Edits				
Perform Edits	You reported level(s) (3) in last year's IC Header survey, but you did not report completions for these award level(s). Please explain or correct. (Error #10528)	Explanation	Yes	
Reason:	Students are not being admitted at the Associate level, however the category is being included in the IC Header Survey to account for students who are still enrolled or return to the University to complete their Associate Degree.			

Institution: University of Puerto Rico at Cayey (243151)
User ID: P2431511

Overview screen

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. Institutions with Doctor's-professional practice students will also report the FTE enrollment of those students. 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 Reminders:

- All institutions must now use the July 1 - June 30 reporting period. There is no longer the option of using the September 1 - August 31 reporting period.

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

Undergraduate instructional activity data in Part B may be reported in units of contact hours or credit hours.

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

Please note that any graduate level instructional activity must be reported in credit hours.

- ○ Contact hours
- ● Credit hours
- ○ Both contact and credit hours (some undergraduate programs measured in contact hours and some measured in credit hours)

You may use the space below to provide context for the data you've reported above.

Part A - Unduplicated Count

12-month Unduplicated Count by Race/Ethnicity and Gender July 1, 2011 - June 30, 2012	
Race/Ethnicity Reporting Reminder:	
•**Report Hispanic/Latino individuals of any race as Hispanic/Latino**	
•**Report race for non-Hispanic/Latino individuals only**	
Students enrolled for credit	Undergraduate students
Men	
Nonresident alien	
Hispanic/Latino	1,144
American Indian or Alaska Native	
Asian	
Black or African American	
Native Hawaiian or Other Pacific Islander	
White	
Two or more races	
Race and ethnicity unknown	
Total men	1,144
Total men prior year	**1,139**
Women	
Nonresident alien	
Hispanic/Latino	2,495
American Indian or Alaska Native	
Asian	
Black or African American	
Native Hawaiian or Other Pacific Islander	
White	
Two or more races	
Race and ethnicity unknown	
Total women	2,495
Total women prior year	**2,602**
Grand total (2011-12)	3,639
Prior year data:	
Unduplicated headcount (2010-11)	**3,741**
🌐 Total enrollment Fall 2011	**3,550**

NOTE: Grand total (2011-12) calculated above is expected to be greater than Total enrollment Fall 2011.

Part B - Instructional Activity

12-month Instructional Activity July 1, 2011 - June 30, 2012		
	2011-12 total activity	Prior year data
Undergraduate level:		
Credit hour activity	97,424	**95,807**

Calendar system (as reported on the prior year IC survey component): **Semester**

If the 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.

Please provide your best estimate of undergraduate student FTE for the 12-month reporting period **only if the calculated FTE estimate below is not reasonable:**

	Calculated FTE 2011-12	Institution reported FTE 2011-12	Prior year FTE 2010-11
Undergraduate student FTE	3,247	3,247	**3,194**

Prepared by

This survey component was prepared by:

⦿ Keyholder	○ SFA Contact	○ HR Contact	○ Finance Contact	○ Other

Name: Prof. Irmannette Torre

Email: irmannette.torres@upr

How long did it take to prepare this survey component? 2 hours ____ minutes

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.

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 ExPT and sent to your institution's CEO in November 2013.

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	3,639
Undergraduate student unduplicated headcount	3,639
Graduate student unduplicated headcount	0
Total 12-month full-time equivalent (FTE) student enrollment	3,247
Undergraduate student FTE	3,247

12-month Enrollment

University of Puerto Rico at Cayey (243151)

There are no errors for the selected survey and institution.