Completions 2017-18

Institution: University of South Florida-Sarasota-Manatee (451671) User ID: P451671B

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, 2016 and June 30, 2017. The Completions component is also collecting the number of students (e.g., completers) who earned awards between July 1, 2016 and June 30, 2017.

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 bottom of each individual "CIP Data" screen:
  "Is this program offered as a distance education program?"
- The following two screens, which collect data specifically on students were added to this component, beginning in the 2012-13 survey year:
  - "**All Completers**" - Collects the number of students who earned an award between July 1, 2016 and June 30, 2017 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, 2016 and June 30, 2017 by award level and 1) by gender; 2) by race/ethnicity; and 3) by age.

- The definition for Post-baccalaureate Certificate has changed slightly for the 2014-15 collection. The new definition is as follows: **An award that requires completion of an organized program of study beyond the bachelor's. It is designed for persons who have completed a baccalaureate degree, but does not meet the requirements of a master's degree.**

  NOTE: 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.

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
11.0103 Information Technology	5 - Bachelor's degree	1	Men	0	4	0	1	2	0	18	0	1	26	
			Women	0	0	0	0	0	0	1	0	0	1	
			Total	0	4	0	1	2	0	19	0	1	27	Yes
13.0101 Education, General	7 - Master's degree	1	Men	0	0	0	0	0	0	2	0	0	2	
			Women	0	1	0	0	0	0	4	0	0	5	
			Total	0	1	0	0	0	0	6	0	0	7	Yes
13.0401 Educational Leadership and Administration, General	7 - Master's degree	1	Men	0	0	0	1	0	0	2	1	1	5	
			Women	0	0	0	0	0	0	8	0	0	8	
			Total	0	0	0	1	0	0	10	1	1	13	No
13.0401 Educational Leadership and Administration, General	8 - Post-Master's certificates	1	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
13.1202 Elementary Education and Teaching	5 - Bachelor's degree	1	Men	0	0	0	0	0	0	1	0	0	1	
			Women	0	5	0	0	0	0	20	1	0	26	
			Total	0	5	0	0	0	0	21	1	0	27	No
13.1202 Elementary Education and Teaching	7 - Master's degree	1	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	2	0	0	2	
			Total	0	0	0	0	0	0	2	0	0	2	No
13.1305 English/Language Arts Teacher Education	7 - Master's degree	1	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
23.0101 English Language and Literature, General	5 - Bachelor's degree	1	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	1	0	0	0	0	4	0	1	6	
			Total	0	1	0	0	0	0	4	0	1	6	No
23.1303 Professional, Technical, Business, and Scientific Writing	5 - Bachelor's degree	1	Men	0	1	0	0	0	0	2	0	0	3	
			Women	0	1	0	0	0	0	6	0	0	7	
			Total	0	2	0	0	0	0	8	0	0	10	No
24.0101 Liberal Arts and Sciences/Liberal Studies	3 - Associate's degree	1	Men	0	1	0	0	0	0	1	0	0	2	
			Women	0	1	0	0	0	0	4	0	0	5	
			Total	0	2	0	0	0	0	5	0	0	7	No
24.0102 General Studies	5 - Bachelor's degree	1	Men	0	4	0	0	0	0	9	0	1	14	
			Women	0	0	0	0	0	0	4	0	0	4	
			Total	0	4	0	0	0	0	13	0	1	18	No
26.0101 Biology/Biological Sciences, General	5 - Bachelor's degree	1	Men	0	1	0	1	1	0	13	0	0	16	
			Women	0	3	0	2	0	0	12	1	0	18	
			Total	0	4	0	3	1	0	25	1	0	34	No
42.0101 Psychology, General	5 - Bachelor's degree	1	Men	0	0	0	0	0	0	8	1	0	9	
			Women	1	3	1	0	1	0	31	0	3	40	
			Total	1	3	1	0	1	0	39	1	3	49	No
42.0101 Psychology, General	5 - Bachelor's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
43.0103 Criminal Justice/Law Enforcement Administration	7 - Master's degree	1	Men	0	0	0	0	0	0	5	0	0	5	
			Women	0	2	1	0	1	0	1	0	0	5	
			Total	0	2	1	0	1	0	6	0	0	10	No
45.0101 Social Sciences, General	5 - Bachelor's degree	1	Men	0	1	0	0	1	0	8	0	0	10	
			Women	0	3	0	1	1	0	14	0	2	21	
			Total	0	4	0	1	2	0	22	0	2	31	No
45.0101 Social Sciences, General	5 - Bachelor's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
45.0401 Criminology	5 - Bachelor's degree	1	Men	0	2	0	0	3	0	4	0	0	9	
			Women	0	2	0	0	1	0	16	0	0	19	
			Total	0	4	0	0	4	0	20	0	0	28	No
45.0401 Criminology	5 - Bachelor's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	1	0	0	1	
			Total	0	0	0	0	0	0	1	0	0	1	No
51.0201 Communication Sciences and Disorders, General	5 - Bachelor's degree	1	Men	0	0	0	0	0	0	4	0	0	4	
			Women	0	3	0	0	4	0	25	3	1	36	
			Total	0	3	0	0	4	0	29	3	1	40	Yes
52.0101 Business/Commerce, General	5 - Bachelor's degree	1	Men	1	0	0	1	0	0	9	0	0	11	
			Women	0	1	0	2	0	0	7	0	0	10	
			Total	1	1	0	3	0	0	16	0	0	21	No
52.0101 Business/Commerce, General	5 - Bachelor's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
52.0201 Business Administration and Management, General	5 - Bachelor's degree	1	Men	0	2	0	0	0	0	13	0	0	15	
			Women	1	3	0	1	1	0	7	1	1	15	
			Total	1	5	0	1	1	0	20	1	1	30	No
52.0201 Business Administration and Management, General	7 - Master's degree	1	Men	0	2	0	4	0	0	9	0	0	15	
			Women	0	2	0	1	0	0	11	0	1	15	
			Total	0	4	0	5	0	0	20	0	1	30	No
52.0301 Accounting	5 - Bachelor's degree	1	Men	0	0	0	1	2	0	13	1	1	18	
			Women	0	3	0	2	0	0	8	0	0	13	
			Total	0	3	0	3	2	0	21	1	1	31	No

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
52.0301 Accounting	5 - Bachelor's degree	2	Men	0	0	0	0	0	0	1	0	0	1	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	1	0	0	1	No
52.0801 Finance, General	5 - Bachelor's degree	1	Men	0	2	0	0	0	0	12	0	0	14	
			Women	0	0	0	0	0	0	6	1	0	7	
			Total	0	2	0	0	0	0	18	1	0	21	No
52.0801 Finance, General	5 - Bachelor's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
52.0901 Hospitality Administration/Management, General	5 - Bachelor's degree	1	Men	1	1	0	1	1	0	8	1	0	13	
			Women	2	5	0	1	2	0	25	1	0	36	
			Total	3	6	0	2	3	0	33	2	0	49	No
52.0901 Hospitality Administration/Management, General	7 - Master's degree	1	Men	2	0	0	0	0	0	2	0	0	4	
			Women	5	0	0	0	0	0	5	1	0	11	
			Total	7	0	0	0	0	0	7	1	0	15	No
52.1401 Marketing/Marketing Management, General	5 - Bachelor's degree	1	Men	0	1	0	0	0	0	7	0	0	8	
			Women	0	1	0	0	1	0	14	0	0	16	
			Total	0	2	0	0	1	0	21	0	0	24	No
52.1401 Marketing/Marketing Management, General	5 - Bachelor's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	1	0	0	0	0	0	1	
			Total	0	0	0	1	0	0	0	0	0	1	No
54.0101 History, General	5 - Bachelor's degree	1	Men	0	0	0	0	0	0	11	0	0	11	
			Women	0	0	0	0	0	0	3	0	0	3	
			Total	0	0	0	0	0	0	14	0	0	14	No
54.0101 History, General	5 - Bachelor's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No

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
Associate's degree	3											
Men		0	1	0	0	0	0	1	0	0	2	3
Women		0	1	0	0	0	0	4	0	0	5	7
Total		0	2	0	0	0	0	5	0	0	7	10
Bachelor's degree	5											
Men		2	19	0	5	10	0	140	3	3	182	183
Women		4	34	1	9	11	0	203	8	8	278	281
Total		6	53	1	14	21	0	343	11	11	460	464
Master's degree	7											
Men		2	2	0	5	0	0	20	1	1	31	13
Women		5	5	1	1	1	0	31	1	1	46	40
Total		7	7	1	6	1	0	51	2	2	77	53
Post-Master's certificates	8											
Men		0	0	0	0	0	0	0	0	0	0	0
Women		0	0	0	0	0	0	0	0	0	0	0
Total		0	0	0	0	0	0	0	0	0	0	0

Grand Total Men		4	22	0	10	10	0	161	4	4	215	199
Grand Total Women		9	40	2	10	12	0	238	9	9	329	328
Grand Total		13	62	2	20	22	0	399	13	13	544	527

PY Grand Total Men		5	22	0	4	15	0	147	3	3		199
PY Grand Total Women		6	40	0	7	26	0	239	3	7		328
PY Grand Total		11	62	0	11	41	0	386	6	10		527

Completions: total by second 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		0	0	0	0	0	0	1	0	0	1	0
Women		0	0	0	1	0	0	1	0	0	2	1
Total		0	0	0	1	0	0	2	0	0	3	1

Grand Total Men		0	0	0	0	0	0	1	0	0	1	0
Grand Total Women		0	0	0	1	0	0	1	0	0	2	1
Grand Total		0	0	0	1	0	0	2	0	0	3	1

PY Grand Total Men		0	0	0	0	0	0	0	0	0		0
PY Grand Total Women		0	0	0	0	0	0	1	0	0		1
PY Grand Total		0	0	0	0	0	0	1	0	0		1

Institution: University of South Florida-Sarasota-Manatee (451671)   User ID: P451671B

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, 2016 and June 30, 2017. 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	4	4	9	9	13
Hispanic/Latino	22	22	39	40	61
American Indian or Alaska Native		0	2	2	2
Asian	10	10	9	10	19
Black or African American	10	10	12	12	22
Native Hawaiian or Other Pacific Islander		0		0	0
White	159	161	236	238	395
Two or more races	4	4	9	9	13
Race and ethnicity unknown	4	4	9	9	13
TOTAL	213	215	325	329	538
PY TOTAL	**199**		**327**		**526**

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 contact or 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 contact or 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

Associate's degrees

Number of students by gender, by race and ethnicity, and by age earning this award between July 1, 2016 and June 30, 2017. 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	2	2
Women	5	5
TOTAL	7	7
PY TOTAL	**10**	
By Race/Ethnicity		
Nonresident alien		0
Hispanic/Latino	2	2
American Indian or Alaska Native		0
Asian		0
Black or African American		0
Native Hawaiian or Other Pacific Islander		0
White	5	5
Two or more races		0
Race and ethnicity unknown		0
TOTAL	7	7
By Age		
Under 18		
18-24	4	
25-39	3	
40 and Above		
Age Unknown		
TOTAL	7	7

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 contact or 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 contact or 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, 2016 and June 30, 2017. 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	180	182
Women	274	278
TOTAL	454	460
PY TOTAL	**464**	
By Race/Ethnicity		
Nonresident alien	6	6
Hispanic/Latino	52	53
American Indian or Alaska Native	1	1
Asian	13	14
Black or African American	21	21
Native Hawaiian or Other Pacific Islander		0
White	339	343
Two or more races	11	11
Race and ethnicity unknown	11	11
TOTAL	454	460
By Age		
Under 18	0	
18-24	158	
25-39	242	
40 and Above	54	
Age Unknown		
TOTAL	454	460

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 contact or 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 contact or 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

Master's degrees

Number of students by gender, by race and ethnicity, and by age earning this award between July 1, 2016 and June 30, 2017. 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	31	31
Women	46	46
TOTAL	⬦ 77	77
PY TOTAL	**53**	
By Race/Ethnicity		
Nonresident alien	7	7
Hispanic/Latino	7	7
American Indian or Alaska Native	1	1
Asian	6	6
Black or African American	1	1
Native Hawaiian or Other Pacific Islander		0
White	51	51
Two or more races	2	2
Race and ethnicity unknown	2	2
TOTAL	77	77
🛈 **By Age**		
Under 18		
18-24	3	
25-39	51	
40 and Above	23	
Age Unknown		
TOTAL	77	77

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:

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

Name: Laura Hoffman

Email: hoffman@sar.usf.edu

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

17.00 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	4.00 hours	5.00 hours	3.00 hours	3.00 hours
Other offices	16.00 hours	0.00 hours	0.00 hours	0.00 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 2017.

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
Associate's degree	7	0
Bachelors degree or equivalent	460	3
Master's degree	77	0
Post-master's certificate	0	0
Total number of degrees and certificates	544	

Summary of Completers Data

	Number of Students		
	Men	Women	Total
All Completers	213	325	538

Edit Report

Completions

University of South Florida-Sarasota-Manatee (451671)

Source	Description	Severity	Resolved	Options
Global Edits				
Perform Edits	You reported 1 awards in Completions for graduate American Indian or Alaska Native Women, however you reported 0 graduate students for American Indian or Alaska Native Women in the 12-month enrollment survey. Please correct the affected survey component or contact the Help Desk. (Error #10675)	Fatal	Yes	
Reason:	Overridden by administrator. Student was not enrolled during the time frame but conferred the award 2016-2017. SSR			
Screen: Completers- Master's degrees				
Screen Entry	The total number of completers (Men + Women) reported for this award level (77) is outside the expected range when compared to the prior year value. Please correct your data or contact the IPEDS Help Desk for assistance. (Error #10584)	Explanation	Yes	
Reason:	Increased the number of Master's of Business Administration graduates.			