Nebraska P-20 Data System
https://www.education.ne.gov/dataservices/p-20-technical-group/

POSTSECONDARY
File Specifications
Version 10.0.0 – August 28, 2020

Postsecondary Enrollment
Postsecondary Academic Awards
Postsecondary Perkins Students
Postsecondary Perkins Courses

2020

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GENERAL INSTRUCTIONS

This instruction manual describes the data elements collected by the Nebraska P-20 Data System via the Postsecondary Data Manager. Valid values and data validation rules that can be performed prior to data submission are listed where appropriate.
See
APPENDIX B – File Layouts for field types and field lengths.

Scope

All undergraduate students enrolled in courses for credit at the institution during the 2020 school year (Academic Year Ending 2020) are reported. Academic Year Ending 2020 will span July 1, 2019 through June 30, 2020.

Only institutions that are required to report data pursuant to the Carl D. Perkins Career and Technical Education Act need to submit the "Perkins Students" and "Perkins Courses" files. Other institutions should not submit these two files.

Conventions

File Names

File Specification	File Name
Postsecondary Enrollment	##-####_ps_enrollment_YYYYMMDDHHMM.zzz
Postsecondary Academic Awards	##-####_ps_academic_awards_YYYYMMDDHHMM.zzz
Perkins Students	##-####_ps_perkins_students_YYYYMMDDHHMM.zzz
Perkins Courses	##-####_ps_perkins_courses_YYYYMMDDHHMM.zzz

Where:	Represents:
##-####	NDE-assigned Institution Code
YYYYMMDDHHMM	Date and time stamp

.zzz	One of the following:
	    .tab Tab delimited
	    .csv Comma delimited (comma-separated values)

Data Element Names

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

Format: * NDE Field Name [File Specification:Field Name(Field Number)]
Where:

- An asterisk (*****) indicates the data element is a key field. A value must be supplied in all key fields for each record or the data loading process will reject the record.
- **NDE Field Name** represents the name of the data element commonly used by the Nebraska Department of Education (NDE).
- **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.

Example: * Institution Code [Postsecondary Enrollment:Institution Code (1)] indicates a key field referenced at NDE as "Institution Code" that is the first field on the Postsecondary Enrollment file specification with a field name of "Institution Code."

Academic Year Ending

June 30 is used throughout the system as the logical representation of a school year. However, postsecondary data will be organized by academic year using Academic Year Ending. Since this document applies to the 2020 academic year, the Academic Year Ending field will simply read: "2020".

POSTSECONDARY ENROLLMENT

POSTSECONDARY ENROLLMENT

The Postsecondary Enrollment file specification collects student demographic data of undergraduate students enrolled in courses during a particular term of an academic year. Multiple records for an individual student will appear if the student was enrolled in more than one term – one record per term. Unless otherwise specified, a value must be provided for each field listed.

* Institution ID [Postsecondary Enrollment:Institution ID (1)]
Provide the institution identifier assigned by NDE including the hyphen ("-") in the format "##-####". This is a key field; a value must be supplied for each record or the data loading process will reject the record.

* NDE Student ID [Postsecondary Enrollment:NDE Student ID (2)]
Provide the 10 digit Nebraska Department of Education Student Identifier. This is a key field; a value must be supplied for each record or the data loading process will reject the record. This ID is validated against the Nebraska Person ID system during the File Validation process.

Postsecondary Student ID [Postsecondary Enrollment:Postsecondary Student ID (3)]
Provide the unique number used to identify an individual student at the institution. This field may be left blank if a separate identifier is not assigned. The Postsecondary Student ID will be included in verification reports to assist institution staff research and resolve data issues.

* Academic Year Ending [Postsecondary Enrollment:Academic Year Ending (4)]
Provide the literal "2020". This is a key field; a value must be supplied for each record or the data loading process will reject the record.

* Term [Postsecondary Enrollment:Term (5)]
Provide the institution-selected value representing the term during which this student was enrolled. Values are specified via the Postsecondary Terms collection in the Consolidated Data Collection (CDC) system available on the NDE Portal (http://portal.education.ne.gov). This is a key field; a value must be supplied for each record or the data loading process will reject the record.

Last Name [Postsecondary Enrollment:Last Name Long (6)]
Provide this student's surname or name borne in common by members of a family. This is a mandatory field; a value must be supplied for each record or the data loading process will reject the record.

First Name [Postsecondary Enrollment:First Name Long (7)]
Provide this student's name given to this individual at birth, baptism, or during another naming ceremony, or through legal change. This is a mandatory field; a value must be supplied for each record or the data loading process will reject the record.

Middle Name [Postsecondary Enrollment:Middle Name (8)]
Provide the middle name of this student. Leave Middle Name blank if not applicable or not available.

Birthdate [Postsecondary Enrollment:Birth Date (9)]
Provide the birthdate of this student in ISO format (YYYY-MM-DD). The data loading process will check for valid dates (e.g., values of 2004-02-30 and 2004-13-01 would be rejected as invalid). Leave Birthdate blank if not available.

Gender [Postsecondary Enrollment:Gender Code (10)]
Provide the gender of this student. Leave Gender blank if not available or unknown

Code	Description
F	Female
M	Male

Hispanic Indicator [Postsecondary Enrollment:Hispanic Ethnicity Indicator (11)]
Provide the code indicating if this student is identified with an ethnicity of Hispanic/Latino - a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. A value must be provided for Hispanic Indicator [Postsecondary Enrollment:Hispanic Ethnicity Indicator (11)] or the data loading process will reject the record. Refer to the "The Nebraska Guide to Implementing New Federal Race and Ethnicity Categories for Students and Staff" available on the NSSRS Resources page of the NDE website (https://www.education.ne.gov/dataservices/nssrs-resources/) for additional information.

Code	Description	Explanation of Use
0	Declined to Identify	A person who has not self-identified their ethnicity regardless of race.
1	Yes	
2	No	

Race 1 Code [Postsecondary Enrollment:Race 1 Code (12)]

Provide the code indicating this student's identified race. This field is required. Refer to the "The Nebraska Guide to Implementing New Federal Race and Ethnicity Categories for Students and Staff" available on the NSSRS Resources page of the NDE website (https://www.education.ne.gov/dataservices/nssrs-resources/) for additional information.

Code	Description	Explanation of Use
DC	Declined to Identify	A person who has not self-identified their race.
AM	American Indian/ Alaska Native	A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
AS	Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
BL	Black or African American	A person having origins in any of the black racial groups of Africa.
PI	Native Hawaiian or Other Pacific Islander	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
WH	White	A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

- A value must be provided for Race 1 Code [Postsecondary Enrollment:Race 1 Code (12)] or the data loading process will reject the record.
- Race codes of students with multiple races can be provided in any order but those codes must be provided as described below
    - If two races are identified:
        - Race 1 Code [Postsecondary Enrollment:Race 1 Code (12)] and Race 2 Code [Postsecondary Enrollment:Race 2 Code (13)].
    - If three races are identified:
        - Race 1 Code [Postsecondary Enrollment:Race 1 Code (12)], Race 2 Code [Postsecondary Enrollment:Race 2 Code (13)] and Race 3 Code [Postsecondary Enrollment:Race 3 Code (14)].
    - If four races are identified:
        - Race 1 Code [Postsecondary Enrollment:Race 1 Code (12)], Race 2 Code [Postsecondary Enrollment:Race 2 Code (13)], Race 3 Code [Postsecondary Enrollment:Race 3 Code (14)], and Race 4 Code [Postsecondary Enrollment:Race 4 Code (15)].
    - If five races are identified:
        - In all five fields.
- Records containing the same race code value in more than one race field will be rejected by the data loading process.

Race 2 Code [Postsecondary Enrollment:Race 2 Code (13)]
Provide the code indicating this student's second identified race, otherwise leave blank. Refer to the codes listed in [Postsecondary Enrollment:Race 1 Code (12)].

Race 3 Code [Postsecondary Enrollment:Race 3 Code (14)]
Provide the code indicating this student's third identified race, otherwise leave blank. Refer to the codes listed in [Postsecondary Enrollment:Race 1 Code (12)].

Race 4 Code [Postsecondary Enrollment:Race 4 Code (15)]
Provide the code indicating this student's fourth identified race, otherwise leave blank. Refer to the codes listed in [Postsecondary Enrollment:Race 1 Code (12)].

Race 5 Code [Postsecondary Enrollment:Race 5 Code (16)]
Provide the code indicating this student's fifth identified race, otherwise leave blank. Refer to the codes listed in [Postsecondary Enrollment:Race 1 Code (12)].

State of High School Graduation [Postsecondary Enrollment:State of High School Graduation (17)]
Provide the code from Appendix C corresponding to the state in which this student graduated high school. For students still enrolled in high school, provide the code corresponding to the state in which the student's current high school is located.

Census Flag [Postsecondary Enrollment: Census Flag (18)]
Provide an indication if this student was enrolled on the Census Date during the term used for IPEDS reporting applicable to this academic year. Provide the code '2' (No) for all students during terms not used for IPEDS reporting.

Code	Description
1	Yes
2	No

Full Time Student Flag [Postsecondary Enrollment:Full Time Student Flag (19)]
Provide an indication if this student met the definition of a full-time student during this term.

Code	Description
1	Yes
2	No

IPEDS	full_part_time_flag
	Full-time / part-time indicator based on number of credit hours student is enrolled for the semester. IPEDS definition: Undergraduate—A student enrolled for 12 or more semester credits, or 12 or more quarter credits, or 24 or more contact hours a week each term. Graduate—A student enrolled for 9 or more semester credits, or 9 or more quarter credits, or a student involved in thesis or dissertation preparation that is considered full time by the institution. Doctor's degree – Professional practice— As defined by the institution.

First Time Student Flag [Postsecondary Enrollment:First Time Student Flag (20)]
Provide an indication if this student met the definition of a first-time student during this term.

Code	Description
1	Yes
2	No

IPEDS	first_time_freshman_flag
	A student who has no prior postsecondary experience (except as noted below) attending any institution for the first time at the undergraduate level. This includes students enrolled in academic or occupational programs. It also includes students enrolled in the fall term who attended college for the first time in the prior summer term, and students who entered with advanced standing (college credits earned before graduation from high school).

Degree Seeking Flag [Postsecondary Enrollment:Degree Seeking Flag (21)]
Provide an indication if this student met the definition of a degree-seeking student during this term.

Code	Description
1	Yes
2	No

IPEDS	degree_seeking_flag
	Students enrolled in courses for credit and recognized by the institution as seeking a degree, certificate, or other formal award. High school students also enrolled in postsecondary courses for credit are not considered degree/certificate-seeking. Note: all students eligible to receive federal student financial aid are considered degree/certificate seeking.

Term Credit Hours Attempted [Postsecondary Enrollment:Term Credit Hours Attempted (22)]
Provide the total number of credit hours this student attempted during this term. Term Credit Hours Attempted supports up to one decimal position, in which case the decimal point must be provided. Submitting more than one decimal position is discouraged because values containing more than one decimal position will be rounded to one decimal position during the data load process.

Term Credit Hours Earned cannot exceed Term Credit Hours Attempted

Term Credit Hours Earned [Postsecondary Enrollment:Term Credit Hours Earned (23)]

Provide the total number of credit hours this student earned during this term. Term Credit Hours Earned supports up to one decimal position, in which case the decimal point must be provided. Submitting more than one decimal position is discouraged because values containing more than one decimal position will be rounded to one decimal position during the data load process.

Term Credit Hours Earned cannot exceed Term Credit Hours Attempted

Cumulative Credit Hours Earned [Postsecondary Enrollment:Cumulative Credit Hours Earned (24)]

Provide the total cumulative number of credit hours this student earned as of the end of this term. Cumulative Credit Hours Earned supports up to one decimal position, in which case the decimal point must be provided. Submitting more than one decimal position is discouraged because values containing more than one decimal position will be rounded to one decimal position during the data load process.

Term GPA [Postsecondary Enrollment:Term GPA (25)]

Provide the grade point average (GPA) earned by this student calculated based only on courses during this term. This field accepts up to 3 decimals places.

Cumulative GPA [Postsecondary Enrollment:Cumulative GPA (26)]

Provide the cumulative grade point average (GPA) earned by this student. This field accepts up to 3 decimals places.

Remedial Course Math Flag [Postsecondary Enrollment:Remedial Course Math Flag (27)]

Provide the code indicating "Yes" if this student received remedial mathematics instruction during this term. Indicate "No" for all other students.

Code	Description
1	Yes
2	No

Remedial Course Reading Flag [Postsecondary Enrollment:Remedial Course Reading Flag (28)]

Provide the code indicating "Yes" if this student received remedial reading instruction during this term. Indicate "No" for all other students.

Code	Description
1	Yes
2	No

POSTSECONDARY ACADEMIC AWARDS

POSTSECONDARY ACADEMIC AWARDS

The Academic Awards file specification collects a cumulative set of students granted postsecondary degrees, diplomas, or certificates during a particular academic year. Students receiving multiple awards will appear in the file multiple times, once per award.

A Postsecondary Enrollment record must first be submitted for each student appearing in a Postsecondary Academic Awards file or the data loading process will reject the record.

* Institution ID [Postsecondary Academic Awards:Institution ID (1)]
Provide the institution identifier assigned by NDE including the hyphen ("-") in the format "##-####". This is a key field; a value must be supplied for each record or the data loading process will reject the record.

* NDE Student ID [Postsecondary Academic Awards:NDE Student ID (2)]
Provide the 10 digit Nebraska Department of Education Student Identifier. This is a key field; a value must be supplied for each record or the data loading process will reject the record. This ID is validated against the Nebraska Person ID system during the File Validation process.

Postsecondary Student ID [Postsecondary Academic Awards:Postsecondary Student ID (3)]
Provide the unique number used to identify an individual student at the institution. This field may be left blank if a separate identifier is not assigned. The Postsecondary Student ID will be included in verification reports to assist institution staff research and resolve data issues.

* Academic Year Ending [Postsecondary Academic Awards:Academic Year Ending (4)]
Provide the literal "2020". This is a key field; a value must be supplied for each record or the data loading process will reject the record.

Last Name [Postsecondary Academic Awards:Last Name Long (6)]
OPTIONAL: Provide this student's surname or name borne in common by members of a family. Including this optional field will make locating an individual student's record easier when working with the output data file.

First Name [Postsecondary Academic Awards:First Name Long (7)]
OPTIONAL: Provide this student's name given to this individual at birth, baptism, or during another naming ceremony, or through legal change. Including this optional field will make locating an individual student's record easier when working with the output data file.

Middle Name [Postsecondary Academic Awards:Middle Name (8)]
OPTIONAL: Provide the middle name of this student. Leave Middle Name blank if not applicable or not available. Including this optional field will make locating an individual student's record easier when working with the output data file.

* Award Date [Postsecondary Academic Awards:Award Date (9)]

Provide the date on which the academic award was granted. The data must be in ISO format (YYYY-MM-DD) or the data loading process will reject the record. This is a key field; a value must be supplied for each record or the data loading process will reject the record.

* Award Code [Postsecondary Academic Awards:Award Code (10)]

Provide the code that indicates the type of academic award granted. This is a key field; a value must be supplied for each record or the data loading process will reject the record.

Code	Description	Definition
1	Under1Yr	Less Than 1 Year Awards Postsecondary award, certificate, or diploma of (less than 1 academic year) • Less than 900 contact or clock hours • Less than 30 SEMESTER or TRIMESTER credit hours, or • Less than 45 QUARTER credit hours
2	1-2Yr	Between 1 and 2 Years Awards Postsecondary award, certificate, or diploma of (at least 1 but less than 2 academic years) • At least 900, but less than 1800 contact or clock hours, or • At least 30, but less than 60 SEMESTER OR TRIMESTER HOURS • At least 45, but less than 90 QUARTER HOURS
3	Associates	Associate's Degrees
4	2-4Yr	Between 2 and 4 Years Awards Postsecondary award, certificate, or diploma of (at least 2 but less than 4 academic years) • 1800 contact or clock hours, or • 60 or more SEMESTER OR TRIMESTER credit hours, or • 90 or more QUARTER credit hours
5	Bachelor	Bachelor's Degrees
6	CTE Certificate	A certificate or credential earned by a Career & Tech Ed student, to be used only for Perkins reporting

* Award CIP Code [Postsecondary Academic Awards:Award CIP Code (11)]

Provide the six-digit CIP (Classification of Instructional Programs) code in the format ##.#### that identifies the instructional program specialty for which this award was granted. Refer to IPEDS reporting requirements for a list of valid CIP codes. This is a key field; a value must be supplied for each record or the data loading process will reject the record.

POSTSECONDARY PERKINS STUDENTS

POSTSECONDARY PERKINS STUDENTS

The Perkins Students file specification collects sets of students that are enrolled at an institution during a certain academic year, and that are relevant to Perkins reporting (including all CTE Participants and Concentrators as defined in the NCE Postsecondary Perkins Data Website – http://www.education.ne.gov/nce/Accountability/Postsecondary/). A Postsecondary Enrollment record must be submitted for each student appearing in the Perkins Students file.

Institutions that are not required to submit Perkins data may skip this file.

* Institution ID [Postsecondary Perkins Students:Institution ID (1)]
Provide the institution identifier assigned by NDE including the hyphen ("-") in the format "##-####". This is a key field; a value must be supplied for each record or the data loading process will reject the record.

* NDE Student ID [Postsecondary Perkins Students:NDE Student ID (2)]
Provide the 10 digit Nebraska Department of Education Student Identifier. This is a key field; a value must be supplied for each record or the data loading process will reject the record. This ID is validated against the Nebraska Person ID system during the File Validation process.

Postsecondary Student ID [Postsecondary Perkins Students:Postsecondary Student ID (3)]
Provide the unique number used to identify an individual student at the institution. This field may be left blank if a separate identifier is not assigned. The Postsecondary Student ID will be included in verification reports to assist institution staff research and resolve data issues.

* Academic Year Ending [Postsecondary Perkins Students:Academic Year Ending (4)]
Provide the literal "2020". This field corresponds to the year that this file is being submitted under. This is a key field; a value must be supplied for each record or the data loading process will reject the record.

Last Name [Postsecondary Perkins Students:Last Name Long (5)]
Provide this student's surname or name borne in common by members of a family. This is a mandatory field; a value must be supplied for each record or the data loading process will reject the record.

First Name [Postsecondary Perkins Students:First Name Long (6)]
Provide this student's name given to this individual at birth, baptism, or during another naming ceremony, or through legal change. This is a mandatory field; a value must be supplied for each record or the data loading process will reject the record.

Middle Name [Postsecondary Perkins Students:Middle Name (7)]
Provide the middle name of this student. Leave Middle Name blank if not applicable or not available.

SSN [Postsecondary Perkins Students:SSN (8)]

Provide the student's Social Security Number (9 digits, no dashes) for use in Department of Labor queries. If the student does not have an SSN then leave this field blank.

Individual With Disability [Postsecondary Perkins Students:Individual With Disability (9)]

Provide a code to indicate whether or not this student qualifies as an "Individual With Disability" according to the rules described in the NCE Postsecondary Perkins Data Website. Only if this data is not available for this student, provide the code indicating "Not Available".

Code	Description
0	Not Available
1	Yes
2	No

Single Parent [Postsecondary Perkins Students:Single Parent (10)]

Provide a code to indicate whether or not this student qualifies as a "Single Parent" according to the rules described in the NCE Postsecondary Perkins Data Website. Only if this data is not available for this student, provide the code indicating "Not Available".

Code	Description
0	Not Available
1	Yes
2	No

Displaced Homemaker [Postsecondary Perkins Students:Displaced Homemaker (11)]

Provide a code to indicate whether or not this student qualifies as a "Displaced Homemaker" according to the rules described in the NCE Postsecondary Perkins Data Website. Only if this data is not available for this student, provide the code indicating "Not Available".

Code	Description
0	Not Available
1	Yes
2	No

Limited English Proficiency [Postsecondary Perkins Students:Limited English Proficiency (12)]

Provide a code to indicate whether or not this student qualifies as Limited English Proficient according to the rules described in the NCE Postsecondary Perkins Data Website. Only if this data is not available for this student, provide the code indicating "Not Available".

Code	Description
0	Not Available
1	Yes
2	No

Economically Disadvantaged [Postsecondary Perkins Students:Economically Disadvantaged (13)]

Provide a code to indicate whether or not this student qualifies as "Economically Disadvantaged" according to the rules described in the NCE Postsecondary Perkins Data Website. Only if this data is not available for this student, provide the code indicating "Not Available".

Code	Description
0	Not Available
1	Yes
2	No

Pell Grant Recipient Flag [Postsecondary Perkins Students:Pell Grant Recipient Flag (14)]

Provide the code indicating "Yes" if this student received a Pell grant during the previous year. Indicate the code for "No" if the student did not receive this grant or is not eligible.

Code	Description
0	Not Applicable
1	Yes
2	No

BIA Grant Recipient Flag [Postsecondary Perkins Students:BIA Grant Recipient Flag (15)]

Provide the code indicating "Yes" if this student received a Bureau of Indian Affairs grant during the previous year. Indicate the code for "No" if the student did not receive this grant or is not eligible.

Code	Description
0	Not Applicable
1	Yes
2	No

POSTSECONDARY PERKINS COURSES

POSTSECONDARY PERKINS COURSES

The Perkins Courses file specification collects the entire course history, through the end of the 2020 academic year, for each of the students listed in the Perkins Students file. At a minimum, all courses with an REU Course Weight of 1.5 or 2.0 should be reported. A Perkins Students record must be submitted for each student appearing in the Perkins Courses file.

Institutions that are not required to submit Perkins data may skip this file.

* Institution ID [Postsecondary Perkins Courses:Institution ID (1)]
Provide the institution identifier assigned by NDE including the hyphen ("-") in the format "##-####". This is a key field; a value must be supplied for each record or the data loading process will reject the record.

* NDE Student ID [Postsecondary Perkins Courses:NDE Student ID (2)]
Provide the 10 digit Nebraska Department of Education Student Identifier. This is a key field; a value must be supplied for each record or the data loading process will reject the record. This ID is validated against the Nebraska Person ID system during the File Validation process.

* Academic Year Ending [Postsecondary Perkins Courses:Academic Year Ending (3)]
Provide the literal "2020". This field corresponds to the year that this file is being submitted under, and is not related to the academic year in which the course was taken by the student. This is a key field; a value must be supplied for each record or the data loading process will reject the record.

* Course Year [Postsecondary Perkins Courses:Course Year (4)]
Provide the four-digit academic year during which the student was enrolled in this course. This field should be less than or equal to the current Academic Year Ending (3). This is a key field; a value must be supplied for each record or the data loading process will reject the record.

* Course Term [Postsecondary Perkins Courses:Course Term (5)]
Provide the institution-selected value representing the term during which the student was enrolled in this course. The term can be from a year prior to the current Academic Year Ending (3), however it must be one of the values that were previously specified via the Postsecondary Terms collection in the Consolidated Data Collection (CDC) system available on the NDE Portal (http://portal.education.ne.gov). This is a key field; a value must be supplied for each record or the data loading process will reject the record.

CIP Code [Postsecondary Perkins Courses: CIP Code (6)]
Provide the six-digit CIP (Classification of Instructional Programs) code in the format ##.#### that identifies the primary instructional program specialty to which this course belongs. Refer to IPEDS reporting requirements for a list of valid CIP codes (2010 version). Only CIP Codes that are linked to a CTE Career Cluster area will be counted in Perkins reporting, refer to Appendix D for a table of CIP Code prefixes cross-referenced with CTE Career Clusters.

* Postsecondary Course Code [Postsecondary Perkins Courses:Postsecondary Course Code (7)]

Provide the institution's own unique alphanumeric course identifier (up to 20 characters). This is a key field; a value must be supplied for each record or the data loading process will reject the record.

Course Name [Postsecondary Perkins Courses:Course Name (8)]

Provide the institution's own course name specific to the identified course (up to 1000 characters), to be used in reviewing data submissions. This field is optional and can be left blank.

Course Credit Hours [Postsecondary Perkins Courses:Course Credit Hours (9)]

Provide a decimal indicating the number of credit hours earned for completing the specified course in the format *#.##* . Provide "0.0" for a course that does not offer credit.

Course Weight/REU Factor [Postsecondary Perkins Courses:Course Weight REU Factor (10)]

Provide a decimal indicating the course weighting used for this course as detailed by the Nebraska Community College State Aid Enrollment FTE/REU Guidelines document, in the format *#.#*. It is expected that a Career & Technical Education course used in Perkins reporting has a weight of 1.5 or 2.0.

Course Grade Points [Postsecondary Perkins Courses:Course Grade Points (11)]

Provide a decimal indicating the number of grade points the specified student earned for completing this course in the format *#.##*. Use a 4-point scale, where an "A" grade would be 4.0 while a "D" would be 1.0, and an "F" would be 0.0. A Pass/No Pass course may be reported with a blank in this field; do not submit "0.0" for these courses, as it will negatively affect GPA calculations.

APPENDIX A – Change Summary

Version 10.0.0
August 28, 2020
1. Updated year references

Version 9.0.0
August 8, 2019
2. Updated year references
3. Removed links and references to NSSRS website

Version 8.0.0
May 23, 2018
4. Updated year references

Version 7.0.0
June 13, 2017
5. Updated year references

Version 6.0.0
August 22, 2016
6. Updated year references

Version 5.1.0
January 11, 2016
7. Postsecondary Enrollment – Pell/BIA Eligible changed to Pell/BIA Grant Recipient and moved to Perkins Students file
8. Perkins Students – removed Term and Career Cluster
9. Perkins Courses – added Course Year
10. Perkins Courses – changed Term to Course Term
11. Perkins Courses – removed Secondary CIP Code
12. Clarified Perkins file and column instructions
13. Added Appendix D

Version 5.0.3
October 26, 2015
1. Added Middle Name to Perkins Students file
2. Perkins students no longer need to be included in the Enrollment file
3. Clarified language
October 22, 2015
1. Corrected header language on Perkins Students and Perkins Courses files
October 13, 2015
1. Changed all Yes/No options in Perkins Students file to be NA/Yes/No
September 25, 2015
1. Updated date references for 2015
2. Added new fields to Postsecondary Enrollment: Pell Eligible, BIA Eligible
3. Added new optional files: Perkins Students, Perkins Courses

Version 4.0.0
August 27, 2013

1. Updated date references for 2013-2014
2. Added new Award Code 6

Version 3.0.0
January 3, 2013
1. Updated date references for 2012-2013
2. Text cleanup
3. Gender [Postsecondary Enrollment:Gender Code (10)]
    a. Added ability to leave field blank is gender is not available or unknown.

Version 2.0.0
July 18, 2012
1. Updated date references for 2011-2012

Version 1.1.0
September 15, 2011
1. Hispanic Indicator [Postsecondary Enrollment:Hispanic Ethnicity Indicator (11)]
    a. Added code '0' (Declined to Identify).
2. Census Flag [Postsecondary Enrollment: Census Flag (18)]
    a. Definition changed to indicate Census Flag is only applicable to the term used for IPEDS reporting. The code '2' (No) is to be provided for all students during terms not used for IPEDS reporting.
3. First Time Student Flag [Postsecondary Enrollment: First Time Student Flag (20)]
    a. Definition changed to indicate First Time Student Flag is applicable to all academic terms, not only the term used for IPEDS reporting.
4. Degree Seeking Flag [Postsecondary Enrollment: Degree Seeking Flag (21)]
    a. Definition changed to indicate Degree Seeking Flag is applicable to all academic terms, not only the term used for IPEDS reporting.
5. Appendix B – File Layouts
    a. Cumulative Credit Hours Earned (24) length changed to (7,1).

Version 1.0.0
August 19, 2011
1. Initial publication.

APPENDIX B – File Layouts

Postsecondary Enrollment

Key	Position	Name	Type	Length	Comments
Y	1	Institution ID	Char	7	Format: ##-####
Y	2	NDE Student ID	Char	10	10 Digits
	3	Postsecondary Student ID	Char	12	
Y	4	Academic Year Ending	Char	4	Format: YYYY
Y	5	Term	Char	10	
	6	Last Name	Char	60	
	7	First Name	Char	60	
	8	Middle Name	Char	60	
	9	Birthdate	Char	10	Format: YYYY-MM-DD
	10	Gender	Char	1	
	11	Hispanic Indicator	Char	1	
	12	Race 1 Code	Char	2	
	13	Race 2 Code	Char	2	
	14	Race 3 Code	Char	2	
	15	Race 4 Code	Char	2	
	16	Race 5 Code	Char	2	
	17	State of High School Graduation	Char	2	
	18	Census Flag	Char	1	
	19	Full Time Student Flag	Char	1	
	20	First Time Student Flag	Char	1	
	21	Degree Seeking Flag	Char	1	
	22	Term Credit Hours Attempted	Numeric	(3,1)	
	23	Term Credit Hours Earned	Numeric	(3,1)	
	24	Cumulative Credit Hours Earned	Numeric	(7,1)	
	25	Term GPA	Numeric	(4,3)	
	26	Cumulative GPA	Numeric	(4,3)	
	27	Remedial Course Math Flag	Char	1	
	28	Remedial Course Reading Flag	Char	1	

Postsecondary Academic Awards

Key	Position	Name	Type	Length	Comments
Y	1	Institution ID	Char	7	Format: ##-####
Y	2	NDE Student ID	Char	10	10 Digits
	3	Postsecondary Student ID	Char	12	
Y	4	Academic Year Ending	Char	4	Format: YYYY
	6	Last Name	Char	60	Optional
	7	First Name	Char	60	Optional
	8	Middle Name	Char	60	Optional
Y	9	Award Date	Char	10	Format: YYYY-MM-DD
Y	10	Award Code	Char	1	
Y	11	Award CIP Code	Char	7	Format: ##.####

Postsecondary Perkins Students

Key	Position	Name	Type	Length	Comments
Y	1	Institution ID	Char	7	Format: ##-####
Y	2	NDE Student ID	Char	10	10 Digits
	3	Postsecondary Student ID	Char	12	
Y	4	Academic Year Ending	Char	4	Format: YYYY
	5	Last Name	Char	60	
	6	First Name	Char	60	
	7	Middle Name	Char	60	
	8	SSN	Char	9	9 Digits
	9	Individual With Disability	Char	1	
	10	Single Parent	Char	1	
	11	Displaced Homemaker	Char	1	
	12	Limited English Proficiency	Char	1	
	13	Economically Disadvantaged	Char	1	
	14	Pell Grant Recipient	Char	1	
	15	BIA Grant Recipient	Char	1	

Postsecondary Perkins Courses

Key	Position	Name	Type	Length	Comments
Y	1	Institution ID	Char	7	Format: ##-####
Y	2	NDE Student ID	Char	10	10 Digits
Y	3	Academic Year Ending	Char	4	Format: YYYY
Y	4	Course Year	Char	4	Format: YYYY
Y	5	Course Term	Char	10	
	6	CIP Code	Char	7	Format: ##.####
Y	7	Course Code	Char	20	
	8	Course Name	Char	1000	Optional
	9	Course Credit Hours	Numeric	(5,3)	Format: #.##
	10	Course Weight/REU Factor	Numeric	(2,1)	Format: #.#
	11	Course Grade Points	Numeric	(5,3)	Format: #.##

APPENDIX C – Codes for "State of High School Graduation"

The following "State of High School Graduation" codes were adapted from the United States Postal Services abbreviations for states and possessions.

UNKNOWN	10	ILLINOIS	IL	NORTHERN MARIANA ISLANDS	MP
OUTSIDE UNITED STATES	20	INDIANA	IN		
		IOWA	IA	OHIO	OH
OUTSIDE NEBRASKA	30	KANSAS	KS	OKLAHOMA	OK
		KENTUCKY	KY	OREGON	OR
ALABAMA	AL	LOUISIANA	LA	PALAU	PW
ALASKA	AK	MAINE	ME	PENNSYLVANIA	PA
AMERICAN SAMOA	AS	MARSHALL ISLANDS	MH	PUERTO RICO	PR
ARIZONA	AZ			RHODE ISLAND	RI
ARKANSAS	AR	MARYLAND	MD	SOUTH CAROLINA	SC
CALIFORNIA	CA	MASSACHUSETTS	MA	SOUTH DAKOTA	SD
COLORADO	CO	MICHIGAN	MI	TENNESSEE	TN
CONNECTICUT	CT	MINNESOTA	MN	TEXAS	TX
DELAWARE	DE	MISSISSIPPI	MS	UTAH	UT
DISTRICT OF COLUMBIA	DC	MISSOURI	MO	VERMONT	VT
		MONTANA	MT	VIRGIN ISLANDS	VI
FEDERATED STATES OF MICRONESIA	FM	NEBRASKA	NE	VIRGINIA	VA
		NEVADA	NV	WASHINGTON	WA
		NEW HAMPSHIRE	NH	WEST VIRGINIA	WV
FLORIDA	FL	NEW JERSEY	NJ	WISCONSIN	WI
GEORGIA	GA	NEW MEXICO	NM	WYOMING	WY
GUAM	GU	NEW YORK	NY		
HAWAII	HI	NORTH CAROLINA	NC		
IDAHO	ID	NORTH DAKOTA	ND		

NOTE: 30 (OUTSIDE NEBRASKA) to be used only for a student known to have graduated from a high school within a state or possession of the United States but the specific state or possession is unknown.

APPENDIX D – CIP Code Prefix / CTE Career Cluster Cross Reference

The CIP Codes are provided by IPEDS (2010 version). The Career Cluster codes are provided by CEDS. Some CIP Code prefixes do not have a corresponding CTE Career Cluster.

	CIP Prefix		Career Cluster
01	AGRICULTURE, AGRICULTURE OPERATIONS, AND RELATED SCIENCES	01	Agriculture, Food & Natural Resources
03	NATURAL RESOURCES AND CONSERVATION	01	Agriculture, Food & Natural Resources
04	ARCHITECTURE AND RELATED SERVICES	02	Architecture & Construction
05	AREA, ETHNIC, CULTURAL, GENDER, AND GROUP STUDIES		
09	COMMUNICATION, JOURNALISM, AND RELATED PROGRAMS	03	Arts, A/V Technology & Communications
10	COMMUNICATIONS TECHNOLOGIES/TECHNICIANS AND SUPPORT SERVICES	03	Arts, A/V Technology & Communications
11	COMPUTER AND INFORMATION SCIENCES AND SUPPORT SERVICES	11	Information Technology
12	PERSONAL AND CULINARY SERVICES	09	Hospitality & Tourism
13	EDUCATION	05	Education & Training
14	ENGINEERING	15	Science, Technology, Engineering & Mathematics
15	ENGINEERING TECHNOLOGIES AND ENGINEERING-RELATED FIELDS	15	Science, Technology, Engineering & Mathematics
16	FOREIGN LANGUAGES, LITERATURES, AND LINGUISTICS		
19	FAMILY AND CONSUMER SCIENCES/HUMAN SCIENCES	10	Human Services
22	LEGAL PROFESSIONS AND STUDIES	12	Law, Public Safety, Corrections & Security
23	ENGLISH LANGUAGE AND LITERATURE/LETTERS		
24	LIBERAL ARTS AND SCIENCES, GENERAL STUDIES AND HUMANITIES		
25	LIBRARY SCIENCE		
26	BIOLOGICAL AND BIOMEDICAL SCIENCES	15	Science, Technology, Engineering & Mathematics
27	MATHEMATICS AND STATISTICS	15	Science, Technology, Engineering & Mathematics
28	MILITARY SCIENCE, LEADERSHIP AND OPERATIONAL ART		
29	MILITARY TECHNOLOGIES AND APPLIED SCIENCES		
30	MULTI/INTERDISCIPLINARY STUDIES		
31	PARKS, RECREATION, LEISURE, AND FITNESS STUDIES		
32	BASIC SKILLS AND DEVELOPMENTAL/REMEDIAL EDUCATION		
33	CITIZENSHIP ACTIVITIES		
34	HEALTH-RELATED KNOWLEDGE AND SKILLS	08	Health Science
35	INTERPERSONAL AND SOCIAL SKILLS		
36	LEISURE AND RECREATIONAL ACTIVITIES		
37	PERSONAL AWARENESS AND SELF-IMPROVEMENT		
38	PHILOSOPHY AND RELIGIOUS STUDIES		
39	THEOLOGY AND RELIGIOUS VOCATIONS		
40	PHYSICAL SCIENCES	15	Science, Technology, Engineering & Mathematics

41	SCIENCE TECHNOLOGIES/TECHNICIANS	15	Science, Technology, Engineering & Mathematics
42	PSYCHOLOGY	10	Human Services
43	HOMELAND SECURITY, LAW ENFORCEMENT, FIREFIGHTING AND RELATED PROTECTIVE SERVICES	12	Law, Public Safety, Corrections & Security
44	PUBLIC ADMINISTRATION AND SOCIAL SERVICE PROFESSIONS	07	Government & Public Administration
45	SOCIAL SCIENCES		
46	CONSTRUCTION TRADES	02	Architecture & Construction
47	MECHANIC AND REPAIR TECHNOLOGIES/TECHNICIANS	13	Manufacturing
48	PRECISION PRODUCTION	13	Manufacturing
49	TRANSPORTATION AND MATERIALS MOVING	16	Transportation, Distribution & Logistics
50	VISUAL AND PERFORMING ARTS	03	Arts, A/V Technology & Communications
51	HEALTH PROFESSIONS AND RELATED PROGRAMS	08	Health Science
52	BUSINESS, MANAGEMENT, MARKETING, AND RELATED SUPPORT SERVICES	04	Business Management & Administration
53	HIGH SCHOOL/SECONDARY DIPLOMAS AND CERTIFICATES		
54	HISTORY		
60	RESIDENCY PROGRAMS		