

SURDS Degree File Field Definitions

| Field # | Starting Position | Field Name | Field Definitions/Descriptions |
|---------|-------------------|------------------|--|
| 1 | 1 | Record Type | Definition: A flag that indicates which record type is being reported. |
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| | | | Codes/Notes: Enrollment=1, UAF=2, Degrees=3, Financial Aid=4, Student Course=5, Educator Preparation=6, Credit Prior Learning=C |
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| | | | Missing Value: Does not apply; field must be completed. |
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| | | | Edit Specs: File specific value. |
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| | | | Format: AlphaNumeric, 1 place integer |
| | | | |
| | | | Updates: CPL = 8 added June '23 |
| | | | |
| 2 | 2 | Institution Code | Definition: The unique code designations for Colorado postsecondary institutions. |
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| | | | Codes/Notes: The number assigned to each higher education institution identifying an institution with a 4-digit institutional code. See Institution Code in Glossary. |

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| | | | Missing Value: Does not apply; field must be completed. |
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| | | | Edit Specs: Error if a value is reported that is not the code assigned to the reporting institution. |
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| | | | Format: Alphanumeric, 4 characters |
| | | | |
| | | | Updates: July 1987 |
| | | | |
| | | | |
| 3 | 6 | Report Term | Definition: The enrollment period identified by the term on which the data are based |
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| | | | Codes/Notes: 1 - Summer |
| | | | 2 - Fall |
| | | | 3 - Winter (only for institutions on a quarter system) |
| | | | 4 - Spring |
| | | | 5 - Interim |
| | | | 9 - Total report year (Only used in Financial Aid reporting) |
| | | | |
| | | | For Education Preparation file: Report period should be by term, beginning with summer and continuing through the following fall and spring terms. Term 9 is not valid for this file. |
| | | | |
| | | | For Financial Aid file: Term is 9, FA file is a fiscal year file beginning with Fall data and ending with trailing summer data |
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| | | | Missing Value: Does not apply; field must be completed. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|----------|-------------|-------------|---|----------|-------------|--------|--------|------|--|------|--------|------|---|------|------|------|---|------|------|------|---|------|------|------|---|------|------|------|---|------|------|------|---|------|------|
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | Edit Specs: Error if term value is anything other than 1,2,3,4,5,9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | Format: Numeric, 1 place integer (T) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | Updates: Expanded to four-digit format, year 2000 file conversions, September 1998. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | Simplified text of definition section and removed term & year examples dating back to a previous data element format. Also corrected edit spec section to show that '9' is acceptable. Dec, 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | 7 | Report Year | <p>Definition: The enrollment period identified by the calendar year on which the data are based (YYYY) The year in which the term occurs. When the term code is "9" which signifies the total report year, use 4 digits of the fiscal year of the report period. The fiscal year is derived by the following. If the term is =3, the fiscal year is the same as the report year. If the term is =2, the fiscal year equals the report year + 1.</p> <p>Codes/Notes:</p> <p>AY 2018 and FY 2018 matrix Example</p> <table border="1"> <thead> <tr> <th>Academic</th> <th>Report Term</th> <th>Report</th> <th>FinAid</th> </tr> <tr> <th>Year</th> <th></th> <th>Year</th> <th>Fiscal</th> </tr> </thead> <tbody> <tr> <td>2018</td> <td>1</td> <td>2017</td> <td>2017</td> </tr> <tr> <td>2018</td> <td>2</td> <td>2017</td> <td>2018</td> </tr> <tr> <td>2018</td> <td>3</td> <td>2018</td> <td>2018</td> </tr> <tr> <td>2018</td> <td>4</td> <td>2018</td> <td>2018</td> </tr> <tr> <td>2018</td> <td>5</td> <td>2018</td> <td>2018</td> </tr> <tr> <td>2019</td> <td>1</td> <td>2018</td> <td>2018</td> </tr> </tbody> </table> | Academic | Report Term | Report | FinAid | Year | | Year | Fiscal | 2018 | 1 | 2017 | 2017 | 2018 | 2 | 2017 | 2018 | 2018 | 3 | 2018 | 2018 | 2018 | 4 | 2018 | 2018 | 2018 | 5 | 2018 | 2018 | 2019 | 1 | 2018 | 2018 |
| Academic | Report Term | Report | FinAid | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Year | | Year | Fiscal | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2018 | 1 | 2017 | 2017 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2018 | 2 | 2017 | 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2018 | 3 | 2018 | 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2018 | 4 | 2018 | 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2018 | 5 | 2018 | 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2019 | 1 | 2018 | 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | | | Missing Value: Does not apply; field must be completed. |
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| | | | Edit Specs: Error if year value does not represent current reporting year. |
| | | | |
| | | | Format: Numeric, 4 place integer (YYYY) |
| | | | |
| | | | Updates: Expanded to four-digit format, year 2000 file conversions. |
| | | | Simplified text of definition section and removed term & year examples dating back to a previous data element format. Added AY, term, FY matrix. Corrected Edit Spec section. Dec. 2018 |
| | | | |
| 5 | 11 | Student ID | <p>Definition: A number that uniquely identifies a student at an institution. Wherever possible, this should be the nine digit social security number assigned to an individual under the Federal Insurance Contribution Act. Social Security rules currently exclude use of numbers that are < 000000100 or >= 800000000</p> <p>Codes/Notes: If the Student Identification Number is assigned, the number should be used in all future reports by the institution for that student unless corrected or replaced by Social Security Number. Note: Use of an SSN is the only way CCHE can track a student for retention and graduation analyses across institutions.</p> |
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| | | | <p>If an individual's social security number is not available for use by an institution, the institution may report any student identification number up to 9 characters that is unique for that student. The institution also must report the Student Identification Type as "1," indicating that this number is not a Social Security Number.</p> <p>Hyphens are not entered as part of the identification number.</p> <p>Missing Value: Does not apply; field must be completed.</p> <p>Edit Specs: Error if blank. If Student Identification Type is 0 or blank, error if value contains alpha characters or the last 6 digits are all zeroes or is < 000000100 or >= 800000000—This edit to be implemented with submissions for FY04 and modified to 900000000+ (vs 800000000+) December 2011.</p> <p>Format: Alphanumeric, 9-place integer</p> <p>Updates: July 1988; edit specs modified July 2003; Dec 2011 - changed upper limit from 800000000;</p> |
| 6 | 20 | Gender | <p>Definition: The gender of the individual.</p> <p>Codes/Notes: 1 - Male 2 - Female</p> <p>Formerly identified as sex.</p> |

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| | | | <p>When gender is unknown, because IPEDS surveys do not provide an unknown gender option, DHE-generated IPEDS facsimiles are based on the following procedure, implemented March 2002 with the Fall 2001 Enrollment File and FY2002 Degree File uploaded to NCES. Students whose ID ends with an even digit will be reported to NCES as male; students with an ID that ends with an odd number will be reported as female.</p> |
| | | | |
| | | | Missing Value: Blank, if unknown. |
| | | | |
| | | | Edit Specs: Error if not blank or not = '1' or '2'. |
| | | | |
| | | | Format: Numeric, 1 place integer |
| | | | |
| | | | Updates: October 31, 1985; modified IPEDS proration methodology, March 2002. |
| | | | Modified to better communicate how unknown gender is reported to IPEDS. Dec. 2018 |
| | | | |
| 7 | 21 | Date Of Birth | <p>Definition: The date of birth as designated on the individual's legal birth registration or certificate.</p> |
| | | | |
| | | | Codes/Notes: YYYYMMDD |
| | | | YYYY = four-digit year of birth |
| | | | MM = two-digit month of birth |
| | | | DD = two-digit day of birth |
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| | | | <p>This field is used to compute a student's age. The Commission computes a student's age for students enrolled in the summer and fall terms as of September 15, and for those enrolled in the winter and spring terms as of February 15. If the student is born on either September 15 or February 15, age is determined by subtracting the year of birth from the report year. Any birth dates before the 15th are calculated by subtracting the year of birth from the report year. Any birth dates after the 15th are calculated by subtracting the year of birth from the report year and then subtracting 1 from that difference.</p> |
| | | | |
| | | | Missing Value: Blank, if unknown. |
| | | | |
| | | | Edit Specs: Error if computed age is negative or if >110 Warning if computed age is < 14 or > 90 |
| | | | |
| | | | Format: Numeric, 8 place integer |
| | | | |
| | | | Updates: Expanded to four-digit format, year 2000 file conversions, September 1998; July 2006 age for warning; |
| | | | |
| 8 | 29 | Ethnicity | <p>Definition: Field Deleted</p> |
| | | | |
| | | | Codes/Notes: 1 - Non-Resident Alien |
| | | | 2 - Black, non-Hispanic |
| | | | 3 - American Indian or Alaskan Native |
| | | | 4 - Asian or Pacific Islander |
| | | | 5 - Hispanic |
| | | | 6 - White, non-Hispanic |
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| | | | THIS FIELD HAS BEEN PHASED OUT |
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| | | | ONLY BLANKS WILL BE ACCEPTED BEGINNING IN FY2010-11 |
| | | | |
| | | | PLEASE REPORT RACE/ETHNICITY IN FIELDS 14-20 |
| | | | |
| | | | |
| | | | Missing Value: Blank, if unknown. |
| | | | |
| | | | Edit Specs: Error if > 6. |
| | | | |
| | | | Format: Numeric, 1 place integer |
| | | | |
| | | | Updates: June 1996; modified edits related to tuition classification, July 2002. Replaced in FY2010-11 with individual race/ethnicity columns. |
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| 9 | 30 | Student Level | Definition: The level at which a student is classified during the term which is being reported, based upon the total credits obtained toward completion of a degree/certificate program. |
| | | | |
| | | | Codes/Notes: |
| | | | |
| | | | UNDERGRADUATE: |
| | | | Degree-Seeking |
| | | | 11 - First Year (freshman) |

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| | | | 12 - Second Year (sophomore) |
| | | | 13 - Third Year (junior) |
| | | | 14 - Fourth Year & Beyond (senior) |
| | | | 15 - Unclassified |
| | | | 16 - Undergraduate Certificate with a Bachelor's |
| | | | |
| | | | Non-Degree-Seeking |
| | | | 19 - Non Degree-Seeking Undergraduate Students Without a Bachelor's Degree |
| | | | 20 - Non Degree-Seeking Undergraduate Students With a Bachelor's Degree--categorized by institution as an undergraduate student (can include post-baccalaureate students pursuing initial teacher licensure only) |
| | | | |
| | | | GRADUATE: |
| | | | 21 - First Professional Degree-Seeking Removed Dec 2009 |
| | | | 22 - Post-baccalaureate Certificate |
| | | | 31 - Master's |
| | | | 32 - Doctoral Removed Dec 2009 |
| | | | 33 - Specialist |
| | | | 34 - Certificate with a Master's |
| | | | 39 - Non-Degree-Seeking Graduate Students With a Bachelor's Degree--categorized by institution as a graduate student (can include post-baccalaureate students pursuing initial teacher licensure only) |
| | | | 52 - Doctoral - Research/Scholarship (New Dec 2009) |
| | | | 53 - Doctoral - Professional Practice (New Dec 2009) |
| | | | 54 - Doctoral - Other (New Dec 2009) (Explanation required) |
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| | | | <p>Educator preparation candidates are usually enrolled in a baccalaureate or graduate degree, but not always. Candidates who hold a bachelor’s degree and are completing educator preparation coursework that does NOT lead to a degree, are considered “post-baccalaureate” or “post-bacc” and should be coded as “20.” Students are classified as undergraduate or graduate based on the number of credits completed as of the beginning of the term. Within those categories, students can be classified as degree/certificate-seeking or non-degree seeking. See Glossary for description of each level.</p> |
| | | | |
| | | | <p>Students reported in the IPEDS Graduation Rate Survey and DHE’s Quality Indicator System cohorts must meet three criteria:</p> |
| | | | <p>be reported as first-time, full-time, and degree-seeking.</p> |
| | | | <p>- First-time is based on the Registration Status field and requires a code of 1. - Full-time classification is derived from the sum of three credit hour fields (resident instruction + ESP + other); vocational hours are included in RI or other credit hours) and the total must be at least 12 credit hours. - The degree-seeking criterion is based on the Student Level field and requires a student be reported with either code 11, 12, 13, 14, or 15, acknowledging college credit earned for work done during high school through concurrent enrollment and/or AP/IB.</p> |
| | | | |
| | | | <p>Students reported with a student level of 33 should be coded with a program type = 8.</p> |
| | | | |
| | | | <p>Codes 16 and 34 valid only for Enrollment and Financial Aid Files, not for Teacher Education File.</p> |
| | | | |
| | | | <p>Missing Value: Does not apply; field must be completed. Exception: Not submitted on the Degrees Granted file.</p> |

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| | | | <p>Edit Specs: - Error if not a valid code; codes 16 and 34 valid only for Enrollment and Financial Aid Files. - For 2 year programs, only 11, 12, 15, 19, and 20 are valid. - Error if not in admitted status - Error will be generated for code "54" as an explanation is required</p> |
| | | | <p>Format: Numeric, 2 place integer</p> |
| | | | <p>Updates: December 1989; removed code for Extended Studies Program, June 1991; added cumulative credit hour range verification with student level, June 1996; reconfigured structure, added codes 16, 20, 33, and 34, and deleted codes 35 and 36, July 2002; Dec 2009 replaced code 21, 32 with 52,53,54; Updated 5/10/2013 to allow for non-degree codes in educator preparation; Updated 8/16/2013 to remove Regis only references for codes 16 & 34 and to clarify code 20; added code 22, Feb 2015</p> |
| 10 | 32 | Tuition Classification | <p>Definition: Classification of student for the purpose of tuition assessment. Institutions must be in compliance with DHE's FTE Reporting Guidelines and Procedures implemented for FY2003. Also see page on Tuition Classification—Detail.</p> |
| | | | <p>Codes/Notes: 1 - In-state-Colorado resident</p> |
| | | | <p>2 - Out-of-State</p> |
| | | | <p>3 - Unclassified--allowable only for students enrolled exclusively cash-funded courses. Use this value only when in-or out-of-state residency is not available. Students enrolled in state-funded extended campus courses should have a tuition classification of 1 or 2</p> |
| | | | <p>Special treatment of out-of-state student groups as provided for by Colorado statutes summarized in Tuition Classification Detail field:</p> |

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| | | | Missing Value: Does not apply; field must be completed. |
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| | | | Edit Specs: - Error if value > 3. - Error if 3 and resident instruction hours are greater than 0. |
| | | | |
| | | | Format: Numeric, 1 place integer |
| | | | |
| | | | Updates: June 1991; added code 4 on limited basis, July 2002; deleted code 4, FY2004 |
| | | | |
| 11 | 33 | Program Code | <p>Definition: For Enrollment and Degrees Awarded file: The program code that identifies the student's stated program at the time of the data report, where program code is defined as the assigned classification of instructional program code associated with the approved program. For Student Course Enrollment file and Credit Prior Learning file: The six-digit Classification of Instructional Program (CIP) code that identifies the specific field of the student course enrollment. CIP Code does not need to correspond to approved degree/certificate programs for the institution.</p> |
| | | | |
| | | | Codes/Notes: Formerly called major. The six-digit Classification of Instructional Program (CIP) code that identifies the specific field of study the individual is enrolled in. |
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| | | | For the Student Course Enrollment file and Credit Prior Learning file, , this does not correspond to the approved list of degree programs. This field will describe the course of enrollment. |

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| | | | <p>For the Degrees File, refer to the list of operating postsecondary programs for valid CIP codes approved for an institution. This list is different from the Approved Postsecondary Degree Publication and includes programs still eligible to report degrees during phase-out cycle. The institutional data contact person at each institution has the most recent copy of this list or you may request a correct copy of the list from the Commission.</p> |
| | | | |
| | | | <p>For the Undergraduate Applicant File and Enrollment File, students whose major is undeclared should be reported as '240102' except for CCCS institutions which use '999999' . This code is invalid on the Degrees Granted file. For students accepted in a undergraduate degree program or program area but whose specific major is undeclared, (e.g. Engineering), an institution may identify majors by the use of the appropriate program code in combination with program sequence code of '99' . (e.g. Engineering:140101 and program sequence code 99) The institution must offer the specific program at the baccalaureate level in order to report these discipline areas (e.g. cannot report pre-law since no undergraduate law program offered, cannot report pre-pharmacy if no pharmacy program is available on campus). If the student anticipates transferring into a program at another institution, this student must be reported in the liberal arts program, if offered, or as undeclared.</p> |
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| | | | <p>The program area reported in this field will be the primary program unit of analysis for federal reports, enrollment projections, and standard Commission reports.</p> |
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| | | | <p>Missing Value: Blank, only if non-degree seeking student.</p> |
| | | | <p>Edit Specs: For Enrollment and Degrees Awarded: Error if code reported is not found in the list of DHE approved programs for the reporting institution. For Student Course Enrollment: Must be a valid 6-digit CIP code</p> |
| | | | <p>Format: Alphanumeric, 6 integers</p> |
| | | | <p>Updates: December 1989; August 2012 - updated language to specify that CIP is the degree program code</p> |
| | | | <p>January 2015; - updated Undeclared Major should be reported as '240102' except for CCCS institutions which use '999999'</p> |
| | | | <p>Removed from definition old wording "99 + four digit cip code" replaced with wording for pre-program instructions when specific major is not yet know in conjunction with '99' sequence code. Dec. 2018</p> |
| 12 | 39 | Program Sequence Number | <p>Definition: The assigned sequence number that will differentiate programs classified by the same CIP code and degree level at an institution.</p> |
| | | | <p>Codes/Notes: Formerly called Major Sequence Number.</p> |
| | | | <p>For the majority of programs this field will be blank since the sequence number is assigned only to a small number of programs. Refer to the list of operating postsecondary programs for valid CIP codes and sequence numbers approved for an institution. Please contact the Commission Office for the most recent copy of this list.</p> |

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| | | | <p>Where the major sequence is required, the number should be reported in 2 digit format (i.e. 02, 03, etc.) The program sequence code '99' is reserved for pre-programs(pre-nursing, pre-engineering, etc) CCCS institutions may submit alpha character sequence codes</p> |
| | | | |
| | | | Missing Value: Blank, if not applicable. |
| | | | |
| | | | Edit Specs: Error if the Program Code and Program Sequence Number do not match the institution's approved program list for the reporting institution. |
| | | | |
| | | | Format: Numeric, 2 characters |
| | | | |
| | | | Updates: December 1989 |
| | | | |
| 13 | 41 | Degree Level | <p>Definition: Degree File—The level of degree/diploma/certificate conferred by the institution upon the student for the successful completion of a program. Enrollment and Undergraduate Applicant Files—The level of degree/diploma/certificate/ formal award sought by the student for the successful completion of a program.</p> |
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| | | | Codes/Notes: |
| | | | |
| | | | (See Glossary below for description of each category.) |
| | | | |
| | | | Certificates- |
| | | | 01 - Certificate (1-29 semester or trimester credit hours, or 1 to 44 quarter credit hours) |

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| | | | 02 - Certificate (at least 30 but less than 60 semester or trimester credit hours, or at least 45 but less than 90 quarter credit hours) |
| | | | 03 - Certificate (60 or more semester or trimester credit hours, or 90 or more quarter credit hours) |
| | | | 04 - Post-Bachelor Certificate |
| | | | 05 - Post-Master's Certificate |
| | | | Degrees- |
| | | | 11 - Associate of Applied Science |
| | | | 12 - Associate of General Studies |
| | | | 13 - Associate Degree (AA or AS) |
| | | | 21 - Bachelor's Degree |
| | | | 31 - Master's Degree |
| | | | 33 - Specialist Degree |
| | | | 52 - Doctoral - Research/Scholarship |
| | | | 53 - Doctoral - Professional Practice |
| | | | 54 - Doctoral - Other (Explanation Required) |
| | | | |
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| | | | If a student receives two awards for completing two programs in two totally independent courses of study, report both completions by submitting two records for the student with each program coded in its appropriate category. |
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| | | | Missing Value: acceptable if non-degree-seeking student |
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| | | | <p>Edit Specs: Error if value not in student level/degree level table for appropriate file. Error if for a degree/certificate level not authorized for an approved program. Error if not in admitted status Error will be generated for code "54" as an explanation is required</p> |
| | | | |
| | | | Format: AlphaNumeric, 2 place integer |
| | | | |
| | | | Updates: |
| | | | December 1989; December 1991; added field to Enrollment and Undergraduate Applicant Files, added code 33, and deleted code 04, July 2002; December 2009- new codes 52, 53, 54; December 2014 - removed "Regis only" for code 05, added code 04, added code 33 |
| | | | April 2021-added credit hour thresholds for awards below Bachelors |
| | | | |
| | | | |
| 14 | 43 | Program Type Indicator | <p>Definition: Field Deleted</p> |
| | | | |
| | | | Codes/Notes: |
| | | | Field Deleted |
| | | | |
| | | | Missing Value: |
| | | | |
| | | | Edit Specs: ONE SPACE |
| | | | |
| | | | Format: AlphaNumeric, 1 place |
| | | | |
| | | | Updates: Field Deleted |
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| 15 | 44 | Fiscal year | Definition: Field Deleted |
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| | | | Codes/Notes: Field Deleted |
| | | | Field Deleted |
| | | | |
| | | | Missing Value: Field Deleted |
| | | | |
| | | | Edit Specs: 4 SPACES |
| | | | |
| | | | Format: AlphaNumeric, 4 places |
| | | | |
| Updates: Field Deleted | | | |
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| 16 | 48 | Student ID Type | Definition: The indicator to classify the Student Identification Number as believed to be either a social security number or a institutional-assigned identification number. |
| | | | |
| | | | Codes/Notes: 0 – Indicates that the Student Identification Number is believed to be a social security number |
| | | | |
| | | | 1 – Indicates that the Student Identification Number is NOT a social security number. |
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| | | | |
| | | | Missing Value: Blank Not acceptable |
| | | | |
| | | | Edit Specs: Must be "0" or "1" Error if blank |
| | | | |
| Format: Numeric, 1 place | | | |

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| | | | Updates: Implemented, FY2004 |
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| 17 | 49 | Tuition Classification Detail | <p>Definition: Related to Tuition Classification, describes specific tuition classification categories</p> |
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| | | | Codes/Notes: |
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| | | | Codes 0 – 2 for use in FY2004; codes 3 and higher to be mandatory (if applicable) in FY2005. |
| | | | |
| | | | 0 – Not applicable |
| | | | 1 –Non-Resident Alien |
| | | | 2 –Colorado/New Mexico reciprocity—This code is valid for only ASC, CMU, FLC, USC, WSC, LCC, OJC, PCC, and TSJC |
| | | | 3 –U. S. Armed Forces and their dependents |
| | | | 4 –Canadian Military Personnel and their dependents |
| | | | 5 –Olympic Training Center athletes |
| | | | 6 –Chinese and Russian students in graduate public policy programs |
| | | | 7 –WICHE Regional Graduate Program |
| | | | 8 –WICHE Undergraduate Exchange Program (WUE) |
| | | | 9 –Colorado Educational Exchange Program |
| | | | A - In-state tuition classification but charged out of state tuition for no verification |
| | | | B - Economic Development |
| | | | C - Faculty Dependent |
| | | | D - Honorably Discharged Veteran |
| | | | E - COF Affidavit |
| | | | F - Veterans Choice/Isakson and Roe Act benefit recipient |
| | | | |
| | | | G - Persons Moving to Colorado for Employment |
| | | | H - Unaccompanied Homeless Youth |
| | | | I – American Indian residency |
| | | | J – Refugee or Special Immigrant |
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| | | | <p>(2) <u>DHE-Approved Reciprocity Agreements</u>. C.R.S. 23 1 112 allows students participating in this program to be claimed by Colorado institutions for state general fund, up to the maximum number of FTE allocated to the institution by DHE. Colorado has approved reciprocity agreements with New Mexico and Utah in SURDS files. Report student as in-state in SURDS files.</p> |
| | | | <p>(3) <u>U.S. Armed Forces and Their Dependents</u>. C.R.S. 23 7 103(1)(c)(I) and (II) allows U.S. military personnel and dependents to be granted in-state tuition status, prior to having been domiciled in Colorado for twelve continuous months, upon moving to Colorado on a permanent change-of-station basis, for courses that are not taken on military bases. Credits generated in off-base courses may be reported for FTE general fund support, but these credit hours must be separately identified in the End of Year FTE Report. Report student as in-state in SURDS files.</p> |
| | | | <p>(4) <u>Canadian Military Personnel and Their Dependents</u>. C.R.S. 23-7-106 provides that any member of the military forces of Canada stationed in Colorado, or the dependent of any such member, shall receive in-state tuition status at any institution of higher education in this state. No member of the Canadian military shall be deemed to be stationed in this state unless he maintains a full-time principal residence in this state. In-state tuition status for Canadian military personnel or their dependents shall terminate at the conclusion of the current quarter or semester upon transfer to any station outside this state. Report student as out-of-state in SURDS files.</p> |

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| | | <p>(5) <u>Olympic Training Center Athletes</u>. C.R.S. 23-7-105 allows athletes living in Colorado Springs and training at the Olympic Training Center, or at a facility in Colorado Springs approved by the Olympic governing board to be considered in-state students for the purposes of assessing tuition and generating FTE reimbursable credits at any state-supported institution of higher education. Report student as in-state in SURDS files.</p> |
| | | |
| | | <p>(6) <u>Chinese and Russian students in Graduate Public Policy Programs</u>. C.R.S. 23-7-107 allows students from The Commonwealth of Independent States (Russia) and the People's Republic of China in graduate public policy programs to be allowed to receive in-state tuition. However, these students may not be counted as resident students for any purpose other than tuition classification. Report student as out-of-state in SURDS files.</p> |
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| | | <p>(7) <u>WICHE Regional Graduate Program</u>. C.R.S. 23-1-108(10) allows postgraduate or professional students participating in this program to be claimed by Colorado institutions as in-state students for the purposes of assessing tuition, enrollment reporting, and budgetary reporting. Report student as in-state in SURDS files.</p> |
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| | | <p>(8) <u>WICHE Undergraduate Exchange Program (WUE)</u>. Students participating in the WUE program are assessed 150% of the in-state tuition rate of the Colorado institution. The enrollment in the WICHE undergraduate program is not reportable for state general fund. Report student as out-of-state in SURDS files.</p> |
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| | | | <p>(9) <u>Colorado Educational Exchange Program</u>. C.R.S. 23 3.3-601 allows students to be reported as in-state students for the purposes of assessing tuition, enrollment reporting, and budgetary reporting. The institution must be approved by DHE to participate in the Colorado Educational Exchange Program. No student may be a recipient or participant for more than one year. Report student as in-state in SURDS files.</p> |
| | | | <p>(A) <u>No verification of lawful presence</u>. Title 24-76.5-101-103; In-state resident charged out-of-state tuition based on no verification of lawful presence</p> |
| | | | <p>(B) <u>Economic Development</u>. HB07-1256 Grants in-state status to employees and employee's children (NOT spouses) if employee moved to Colorado as the result of the employer's moving "all or a portion of its operations to Colorado as a result of receiving an incentive from the Colorado Office of Economic Development or an incentive from a local government economic incentive program. Effective August 8, 2007</p> |
| | | | <p>(C) <u>Faculty Dependent</u>. HB07-1256 Grants in-state tuition to the child of a new faculty member (but NOT to the faculty member or spouse) at "a state-supported institution of higher education." Effective August 8, 2007</p> |
| | | | <p>(D) <u>Honorably Discharged Veterans</u>. H.B. 09-1039; Beginning with the fall semester of FY 2009-10, this legislation requires that state institutions of higher education charge resident tuition rates to honorably discharged veterans. State institutions of higher education may also extend the resident rate to spouses and dependents of veterans. S.B. 21-026 extends this classification to discharged LGBT veterans as defined in C.R.S. 28-5-100.3</p> |

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| | | | <p>(E) <u>COF Affidavit</u>. Beginning in Fall 2013, this code is for identifying students completing a COF Affidavit for the enrollment period. Report student as in-state tuition classification in SURDS files.</p> |
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| | | | <p>(F) <u>Veterans Choice/Isakson and Roe Act benefit recipient</u>. Veterans Choice Act Section 702; beginning in Fall 2015, this federal legislation requires that state institutions of higher education charge resident tuition rates to veterans or their dependents, if applicable, who are receiving benefits under the Post 9/11 GI Bill or Montgomery GI Bill and meet the criteria spelled out in the Veteran's Choice Act. Previously, under Veterans Choice Act, covered veterans had to enroll within 3 years of discharge to be eligible, that limitation was removed in 2020 with Isakson and Roe Act</p> |
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| | | | <p><u>(G) Persons Moving to Colorado for Employment. C.R.S. 23-7-111 grants in-state tuition classification to students whose parent or guardian moved to Colorado for the purpose of accepting a job in the state during the child's senior year of high school if: 1) the child moved with the parent that accepted the job and 2) the child graduated from a Colorado high school. Notably students classified as in-state for tuition classification purposes per this section are not eligible for COF or state financial aid. Additional details can be found here.</u></p> |
| | | | <p>HB 21-1330 (C.R.S. 23-7-111(4)) modified to add a new provision that a qualified person who is 1) moving to the state for the purpose of accepting a job with an employer that will pay their tuition and 2) demonstrates intent to establish permanent domicile in Colorado may be considered a resident for tuition purposes only. They cannot receive COF or state funded financial aid.</p> |
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| | | | <p>(H) Unaccompanied Homeless Youth. C.R.S. 23-7-103.5 allows a person under the age of 22 who meets the definition of “homeless” as outlined in 23-7-103.5 and in CCHE tuition classification guidelines to be classified as in-state for tuition classification purposes.</p> |
| | | | |
| | | | <p>(I) <u>American Indian Residency SB 21-029 (C.R.S. 23-7-112)</u>– Beginning in AY 21-22, grants resident tuition to American Indian students who are registered members of a federally recognized American Indian tribe with historic ties to Colorado (as designated by the Colorado Commission of Indian Affairs). They may be counted as residents for the 23-1-113.5 resident admissions report and are eligible for COF/state funded financial aid. Fort Lewis is exempt from these requirements.</p> |
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| | | | <p>(J) <u>Refugee or Special Immigrant C.R.S. 23-7-103 (2)(o)(II)</u> grants in-state classification to students who settle in Colorado upon being admitted to the United States as refugees pursuant to 8 U.S.C. sec. 1157, or as special immigrants pursuant to Pub.L. 110-181, sec. 1244, as amended; Pub.L. 109-163, sec. 1059, as amended; or Pub.L. 111-8, Division F, Title VI, sec. 602, as amended .</p> |
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| | | | <p>Missing Value: Blank not acceptable.</p> |
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| | | | <p>Edit Specs: Error if value >2 for FY04; error if value >9 for FY05. Race/ethnicity must be non-resident alien if tuition classification-detail = 1 and tuition classification = 1. Error if tuition classification-detail greater than 0 (and not 8 or A) and tuition classification = 2 or 3. Error if not in admitted status</p> |
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| | | | <p>Format: Numeric, 1 place integer</p> |
| | | | <p>Updates: (FY04)Implemented (see code note above). (July08) WICHE exception. (June12) CMU re-added to NM Reciprocity list after CCHE Meeting. (Oct13) Added COF Affidavit. (Oct15)Added Veterans Choice Act benefit recipient. (Apr16) Changed Tuition Classification Detail (8) "Report student as out-of-state". (Jun19) Added 'G' & 'H'. (July21) added 'I', 'J' and modified 'G' to include HB 21-1330 and modified 'F' to include Isakson and Roe Act.</p> |
| 18 | 50 | Major Level | <p>Definition: New field for FY2009. This field describes the Program Code (field 11). For students receiving a degree with a double major, this field specifies the primary program code for the submitted degree level. When multiple rows are submitted to describe double (or more) majors, the field value should designate the order of precedence.</p> |
| | | | <p>Codes/Notes: For a row that signifies a degree awarded, the field value should be blank or "1". When multiple rows are submitted to describe double (or more) majors, the field value should designate the order of precedence.</p> |
| | | | <p>For example, if a student is receiving one Bachelorette degree, but has multiple majors, one row per major will be submitted. The row containing the primary major should contain a field value "1" and the remaining rows should designate "2", "3", "4"...</p> |
| | | | <p>Missing Value: Blank if not a double major</p> |
| | | | <p>Edit Specs: Error if not blank and not 1-4</p> |
| | | | <p>Format: Numeric, 1 place integer</p> |

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| | | | <p>Updates: Error in definition correction, (field 10) changed to (field 11) Dec. 2018</p> |
| 19 | 51 | Race/Ethnicity Non Resident | <p>Definition: Definition:A flag that indicates whether the student is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.</p> <p>Codes/Notes: This is a yes/no field signifying the selection of this category. "1" specifies a "yes" response and "0" specifies a "no" response (or not completed)</p> <p>Missing Value: Does not apply; field must be completed.</p> <p>Edit Specs: Error if blank Error if not 1 or 0</p> <p>Format: Numeric, 1 place integer</p> <p>Updates: Added – December 2009, Required beginning in Summer 2010; Modified Nov 2012 to conform to IPEDS definitions.</p> <p>http://nces.ed.gov/ipeds/glossary/?charindex=N</p> |
| 20 | 52 | Race/Ethnicity Hispanic | <p>Definition: A flag that indicates whether a student specified this ethnicity as describing themselves. This field will be available for Summer 2009 and is required beginning in Summer 2010. If your institution populates this field in 2009, you must also populate the old format race/ethnicity field as well.</p> |

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| | | | <p>Codes/Notes: This is a yes/no field signifying the selection of ethnicity categories. "1" specifies a "yes" response and "0" specifies a "no" response (or not completed)</p> |
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| | | | <p>Missing Value: Does not apply; field must be completed.</p> |
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| | | | <p>Edit Specs: Error if blank Error if not 1 or 0</p> |
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| | | | <p>Format: Numeric, 1 place integer</p> |
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| | | | <p>Updates: Added – December 2009;</p> |
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| 21 | 53 | Race/Ethnicity Native American | <p>Definition: A flag that indicates whether a student specified this race as describing themselves. This field will be available for Summer 2009 and is required beginning in Summer 2010. If your institution populates this field in 2009, you must also populate the old format race/ethnicity field as well.</p> |
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| | | | <p>Codes/Notes: This is a yes/no field signifying the selection of race categories. "1" specifies a "yes" response and "0" specifies a "no" response (or not completed)</p> |
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| | | | <p>Missing Value: Does not apply; field must be completed.</p> |
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| | | | <p>Format: Numeric, 1 place integer</p> |

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| | | | Updates: Added – December 2009; |
| 22 | 54 | Race/Ethnicity Asian | <p>Definition: A flag that indicates whether a student specified this race as describing themselves. This field will be available for Summer 2009 and is required beginning in Summer 2010. If your institution populates this field in 2009, you must also populate the old format race/ethnicity field as well.</p> <p>Codes/Notes: This is a yes/no field signifying the selection of race categories. “1” specifies a “yes” response and “0” specifies a “no” response (or not completed)</p> <p>Missing Value: Does not apply; field must be completed.</p> <p>Edit Specs: Error if blank Error if not 1 or 0</p> <p>Format: Numeric, 1 place integer</p> <p>Updates: Added – December 2009;</p> |
| 23 | 55 | Race/Ethnicity Black | <p>Definition: A flag that indicates whether a student specified this race as describing themselves. This field will be available for Summer 2009 and is required beginning in Summer 2010. If your institution populates this field in 2009, you must also populate the old format race/ethnicity field as well.</p> <p>Codes/Notes: This is a yes/no field signifying the selection of race categories. “1” specifies a “yes” response and “0” specifies a “no” response (or not completed)</p> |

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| | | | Missing Value: Does not apply; field must be completed. |
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| | | | Format: Numeric, 1 place integer |
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| | | | Updates: Added – December 2009; |
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| 24 | 56 | Race/Ethnicity Pacific Islander | <p>Definition: A flag that indicates whether a student specified this race as describing themselves. This field will be available for Summer 2009 and is required beginning in Summer 2010. If your institution populates this field in 2009, you must also populate the old format race/ethnicity field as well.</p> |
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| | | | Codes/Notes: This is a yes/no field signifying the selection of race categories. “1” specifies a “yes” response and “0” specifies a “no” response (or not completed) |
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| | | | Missing Value: Does not apply; field must be completed. |
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| | | | Edit Specs: Error if blank Error if not 1 or 0 |
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| | | | Format: Numeric, 1 place integer |
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| | | | Updates: |
| | | | Added – December 2009 |

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| 25 | 57 | Race/Ethnicity White | <p>Definition: A flag that indicates whether a student specified this race as describing themselves. This field will be available for Summer 2009 and is required beginning in Summer 2010. If your institution populates this field in 2009, you must also populate the old format race/ethnicity field as well.</p> |
| | | | |
| | | | <p>Codes/Notes: This is a yes/no field signifying the selection of race categories. "1" specifies a "yes" response and "0" specifies a "no" response (or not completed)</p> |
| | | | |
| | | | <p>Missing Value: Does not apply; field must be completed.</p> |
| | | | |
| | | | <p>Edit Specs: Error if blank Error if not 1 or 0</p> |
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| | | | <p>Format: Numeric, 1 place integer</p> |
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| | | | <p>Updates: Added – December 2009;</p> |
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| 26 | 58 | Student ID Inst | <p>Definition: A number that uniquely identifies a student at an institution. This number is assigned by the institution and is typically used in place of the Social Security Number.</p> |
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| | | | <p>Codes/Notes:</p> |
| | | | <p>Hyphens are not entered as part of the identification number.</p> |
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| | | | <p>Missing Value: Optional use determined by institution</p> |

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| | | | <p>Edit Specs: None</p> <p>Format: Alphanumeric, 9-place integer or less</p> <p>Updates: July 1988; edit specs modified July 2003, December 2004, February 2005 and March 2005; Jan 2012 - New; July 2012 - New</p> |
| 27 | 67 | Reverse Transfer | <p>Definition: For degrees resulting from a reverse transfer, identifies the 4-year institution code of the notifying institution where the awarding student was last enrolled based on requirements specified in SB-12-045. This is only to be used by two-year institutions and four-year institutions offering Associates degrees (ASC,CMU).</p> <p>Codes/Notes:</p> <p>Missing Value: Blank if not applicable</p> <p>Edit Specs: Error if not blank and not 4-year institution code</p> <p>Format: Alphanumeric, 4 characters</p> <p>Updates: July 2012 - New</p> |
| 28 | 71 | Academic Designation | <p>Definition: This field is used by the Community College System, Aims Community College and Colorado Mountain College. Use this field to report Degrees with Designation, and AGS CTE Transfer Agreements</p> |

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| | | | Codes/Notes: | |
| | | | Banner Code/New SURDS Code | Program |
| | | | | Previous Code (Sequence) |
| | | | Approved Degrees with Designation | |
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| | | | AGBU | AGRICULTURAL BUSINESS / AS |
| | | | AGRD | AGRICULTURAL EDUCATION / AS |
| | | | ANSC | ANIMAL SCIENCE / AS |
| | | | ANTH | ANTHROPOLOGY / AA |
| | | | ATHD | ART HISTORY / AA |
| | | | BIOD | BIOLOGY / AS |
| | | | BSTR | BUSINESS / AA |
| | | | | BA |
| | | | CHED | CHEMISTRY / AS |
| | | | COMD | COMMUNICATION / AA |
| | | | CRJT | CRIMINAL JUSTICE / AA |
| | | | ECTD(effective 12/9/15) | EARLY CHILDHOOD EDUCATION /AA |
| | | | ECET(prior to 12/9/2015) | EARLY CHILDHOOD EDUCATION /AA |
| | | | ECON | ECONOMICS /AA |
| | | | | BC |

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| | | | EMTD(effective 12/9/2015) | ELEMENTARY EDUCATION / AA | | |
| | | | EEDT(prior to 12/9/2015) | ELEMENTARY EDUCATION / AA | | |
| | | | ENGD | ENGLISH / AA | | |
| | | | EHLA | ENVIRONMENTAL HORTICULTURE- LANDSCAPE BUSINESS / AS | | |
| | | | EQSD | EQUINE SCIENCE / AS | | |
| | | | FERD | FERMENTATION / AS | | |
| | | | FREN | FRENCH / AA | - | |
| | | | GEOL | GEOLOGY / AS | | |
| | | | GEOM | GEOGRAPHY / AA | | |
| | | | HBMD | HORTICULTURE BUSINESS MANAGEMENT / AS | | |
| | | | HIST | HISTORY / AA | BE | |
| | | | MATH | MATHEMATICS / AS | BJ | |
| | | | MUSD | MUSIC / AA | | |
| | | | PHIM | PHILOSOPHY / AA | | |
| | | | PHYD | PHYSICS / AS | | |
| | | | POLS | POLITICAL SCIENCE / AA | - | |
| | | | PSYA | PSYCHOLOGY / AA | BF | |
| | | | PSYS | PSYCHOLOGY / AS | BI | |
| | | | SARD | STUDIO ART / AA | | |

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| | | | SCSC | SOIL & CROP SCIENCE / AS | | | |
| | | | SOCL | SOCIOLOGY / AA | - | | |
| | | | SPAN | SPANISH / AA | BG | | |
| | | | THRD | THEATER / AA | | | |
| | | | AGS, CTE and other Transfer Agreements | | | | |
| | | | CIS1 | COMPUTER INFORMATION SYSTEMS | AB | | |
| | | | MSSC | MASS COMMUNICATIONS | AC | | |
| | | | 3DAN | 3D DESIGN AND ANIMATION | AD | | |
| | | | DMJ1 | DIGITAL MEDIA / JOURNALISM | AE | | |
| | | | ITS3 | INTERACTIVE TRAINING AND SIMULATIONS | AF | | |
| | | | MMTC | MULTIMEDIA TECH | AG | | |
| | | | LGA2 | PARALEGAL | AH | | |
| | | | FWD | WRITING / DIRECTING | AI | | |
| | | | CVY | CINEMATOGRAPHY / VIDEOGRAPHY | AJ | | |
| | | | FPP | POST-PRODUCTION | AK | | |
| | | | FVA | WRITING / PRODUCING | AL | | |
| | | | ACSC | ACTING FOR THE SCREEN | AM | | |
| | | | EGGT | PRE-ENGINEERING | | | |
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| | | | Missing Value: Blank if not applicable |
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| | | | Updates: March 2013, clarified that this field is for degrees with designation, per 23-60-211 and 23-71-123, C.R.S. and included the table above showing crosswalk of previous codes with new Banner/SURDS codes. - May 2015, added newly approved Dwd's. - June 2015, moved Pre-Engineering (EGGT) to "AGS, CTE and Other Transfer Agreements" because students declaring this program will not complete an associate's degree before transferring. - December 2015, Banner codes for Early Childhood and Elementary Teacher Education Dwd's changed. |