Kentucky Council on Postsecondary Education

COMPREHENSIVE DATABASE REPORTING GUIDELINES STATE SUPPORTED INSTITUTIONS 2011-2012

Kentucky
UNBRIDLED SPIRIT ™

M E M O R A N D U M

TO: Comprehensive Data Base Guidelines Users

FROM: Heidi Hiemstra, Assistant Vice President, Research and Planning

DATE: August 5, 2011

SUBJECT: Summary of Changes for 2011/12 Reporting Guidelines

Changes to the Reporting Guidelines for 2011-12 are summarized below:

- The target census data collection has been removed. This information is not required under CPE's new diversity policy.

- The entrance exam file has changed from an annual collection to one that occurs twice a year. Summer/fall entrants' information will be due March 30, spring entrants on July 1.

- Clarification that comprehensive universities may not report advanced practice doctoral degrees or enrollment as "Doctoral – Research/Scholarship," in accordance with Senate Bill 130 (2011), which amended KRS 164.295.

- The deadline for the summer degrees file has been moved up to October 15 to accommodate the earlier reporting of graduation rates to be used in the performance funding model anticipated in the 2012-14 biennium.

- A field to flag project graduate students has been added to the type 1 enrollment and degrees collections, along with a common definition of who qualifies.

- Changes have been made to the student classification codes to simplify post-baccalaureate and graduate student reporting and better align with IPEDS.

- Optional fields for institutional student and course ID numbers will be added to every collection as appropriate.

- The transfer file has been edited to align with the new statewide general education policy, dropping the transfer frameworks field and codes. The previously-discussed revision to the general education codes on Table 36 will be delayed until fall 2012 when the new general education transfer policy goes into effect.

- Language has been added to the directions and definition of the course section field to clarify that reported course sections must be unique within the reporting term to enable accurate matching across Type 2 and Type 3 Enrollment files.

As always, thank you for all the good work you do for the Commonwealth of Kentucky. If you have any questions or concerns, please contact me at Heidi.Hiemstra@ky.gov or Martha Evilsizor at Martha.Evilsizor@ky.gov.

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DATA COLLECTIONS SCHEDULE (TABLE FORMAT)
FALL/SPRING/SUMMER

August	**September**	**October**
1 Degrees 15 Summer Enrollment 15 Course Inventory – Type C 15 Tuition Waiver for Foster and Adopted Children 31 End-of-Term Credit - Spring	9 Estimated Fall Enrollment 7 IPEDS Fall Data Collection Opens 15 Fall Enrollment Edit Updates (CPE)	1 Licensure and Cert. Exams Report 15 CAS Updates 19 IPEDS Fall Data Collection Closes

November	**December**	**January**
1 Finance-Internal Operating Budget 1 Finance – FD1B, FD2B, FD10 1 Finance – Appropriation Budgeted to Mandatory Programs 1 Presidential Compensation 1 Audited Financial Statement 1 HB 622 Compliance Report 1 Finance – FD1A, FD2A, FD9, FD-19, FD-20, FD-21 1 Course Inventory – Type C 1 Fall Enrollment 1 Address File for Target Census Tracts 1 CUPA Administrative Salaries 15 Facilities Building/Room Record 15 Land Holdings 15 Student Financial Aid 30 End-of-Term Credit - Summer	1 Summer Degrees – IPEDS GRS 7 IPEDS Winter Data Collection Opens 7 IPEDS Spring Data Collection Opens 15 Fall Enrollment File Approval 15 CUPA, Oklahoma State Faculty Salaries 15 Facilities Utilization	26 IPEDS Winter Data Collection Closes 30 Spring Enrollment Edit Updates (CPE)

February	**March**	**April**
1 Supplemental Nonresident Alien Faculty/Staff Survey 8 IPEDS Winter Data Collection Closes 15 CAS Updates	30 Course Inventory – Type C 30 Spring Enrollment 30 End-of-Term Credit – Fall	11 IPEDS Spring Data Collection Closes

May	**June**	**July**
7 Estimated Degrees Conferred	15 Summer Enrollment Edit Updates (CPE) 15 CAS Updates	1 Transfer File 1 Entrance Exam File

DATA COLLECTIONS SCHEDULE (LIST FORMAT)
FALL/SPRING/SUMMER

ACTIVITY	DUE DATE	CPE STAFF
August		
Degrees	August 1	Martha Evilsizor
Summer Enrollment	August 15	Martha Evilsizor
Course Inventory – Type C	August 15	Mike Bailey
Tuition Waiver for Foster and Adopted Children	August 15	Martha Evilsizor
End-of-Term Credit – Spring	August 31	Martha Evilsizor
September		
Estimated Fall Enrollment	September 9	Martha Evilsizor
IPEDS Fall Data Collection Opens	September 7	Heidi Hiemstra
~~Fall Enrollment Edit Updates (CPE)~~	~~September 15~~	~~Mike Bailey~~
October		
Licensure and Certification Exams Report	October 1	Martha Evilsizor
~~CAS Updates~~	~~October 15~~	~~Mike Bailey~~
IPEDS Fall Data Collection Closes	October 19	Heidi Hiemstra
November		
Finance Internal Operating Budget	November 1	Bill Payne
Finance – FD1B, FD2B, FD10	November 1	Bill Payne
Finance – Appropriation Budgeted to Mandatory Programs	November 1	Bill Payne
Finance - Presidential Compensation	November 1	Bill Payne
Audited Financial Statement	November 1	Bill Payne
HB 622 Compliance Report	November 1	Bill Payne
Finance – FD1A, FD2A, FD9, FD19, FD20, FD21	November 1	Bill Payne
Course Inventory – Type C	November 1	Mike Bailey
Fall Enrollment	November 1	Martha Evilsizor
~~Address File for Target Census Tracts~~	~~November 1~~	~~Mike Bailey~~
CUPA Administrative Salaries	November 1	Martha Evilsizor
Facilities Building/Room Record	November 15	Sherron Jackson
Land Holdings	November 15	Sherron Jackson
Student Financial Aid	November 15	Martha Evilsizor
End-of-Term Credit – Summer	November 30	Martha Evilsizor
December		
Summer Degrees – IPEDS GRS	December 1	Martha Evilsizor
IPEDS Winter Data Collection Opens	December 7	Heidi Hiemstra
IPEDS Spring Data Collection Opens	December 7	Heidi Hiemstra
CUPA, Oklahoma State Faculty Salaries	December 15	Martha Evilsizor
Facilities Utilization	December 15	Sherron Jackson
January		
~~IPEDS Winter Data Collection Closes~~	~~January 26~~	~~Heidi Hiemstra~~
~~Spring Enrollment Edit Updates (CPE)~~	~~January 30~~	~~Mike Bailey~~
February		
Supplemental Nonresident Alien Faculty/Staff Survey	February 1	Martha Evilsizor
IPEDS Winter Data Collection Closes	February 8	Heidi Hiemstra
~~CAS Updates~~	~~February 15~~	~~Mike Bailey~~
March		
Course Inventory – Type C	March 30	Mike Bailey
Spring Enrollment	March 30	Martha Evilsizor
End-of-Term Credit – Fall	March 30	Martha Evilsizor
April		
IPEDS Spring Data Collection Closes	April 11	Heidi Hiemstra
May		
Estimated Degrees Conferred	May 7	Martha Evilsizor
June		
~~Summer Enrollment Edit Updates (CPE)~~	~~June 15~~	~~Mike Bailey~~
~~CAS Updates~~	~~June 15~~	~~Mike Bailey~~
July		
Transfer File	July 1	Martha Evilsizor
Entrance Exam	July 1	Martha Evilsizor

Council on Postsecondary Education
Data Policy—Institutional Data

Section 1: Purpose

This policy establishes the principles and practices related to collection, maintenance, use, analysis, and dissemination of data and information collected and maintained through the Kentucky Council on Postsecondary Education (CPE) comprehensive database system.

Section 2: Statutory Authority

KRS 164.020, KRS 164.095, and KRS 164.283

Section 3: Background

The CPE maintains and manages a unit record database containing public and private higher education institutional data used by the CPE for state and federal reporting, policy analysis, and decision-making. This database is referred to as the comprehensive database system.

The data and information collected through the comprehensive database system are used in support of improvements to instruction and to evaluate and measure performance within the system, all in support of postsecondary education reform. The data and information collected also is part of a comprehensive accountability system that the CPE is required to develop and maintain by KRS 164.020 and KRS 164.095.

The CPE protects all data and information in accordance with the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g, et. seq. and applicable state laws. Where the data collected contain individual data on students, it is subject to both privacy and confidentiality procedures.

Section 4: Definitions

A.   "Confidentiality" means how personally identifiable information collected by an authorized agency is protected and when consent by the individual is required.

B.   "Council," "Council on Postsecondary Education," or "CPE" refers both to the agency established in KRS 164.011, to the staff of the agency employed pursuant to KRS 164.013, and to agency representatives who are employed by the CPE and who are under the direct control of the agency.

C.   "Directory information" means information contained in an education record which would not generally be considered harmful or an invasion of privacy if disclosed to the public. The definition of directory information shall be specific to each institution.

D.   "Education records" means those records directly related to a student and maintained by an educational agency or institution.

E.   "Family Educational Rights and Privacy Act or FERPA" means the federal law codified at 20 U.S.C. 1232g and its implementing regulations found in 34 C.F.R. Part 99.

F.   "Legitimate educational interest," for purposes of this policy, is an endeavor that furthers the understanding of educational practices, methods, and/or theory through formal, accepted research practice.

G.   "Personally identifiable information" means information contained in an education record such as a personal identifier, characteristic, or other information that would make a student's identity easily traceable.

H.   "Privacy" means the right of an individual to have personal information adequately protected to avoid the potential for substantial harm, embarrassment, inconvenience, or unfairness.

I.   "Research" means a formal investigation designed to develop or contribute to general knowledge.

J.   "State and local education authority" means an agency or other party with educational expertise and experience that is responsible for and authorized under state or local law to regulate, plan, coordinate, advise, supervise, or evaluate elementary, secondary, or postsecondary education programs, services, agencies, or institutions in the state.

K.   "Third party" is a party other than the institution who provided the data to the CPE.

Section 5: Policy

A.   General

1. This policy shall apply to all data and information created, collected, and maintained by or for the CPE, whether in electronic, paper, or other format.

2. The CPE is authorized by KRS 164.020(6) and (26) and KRS 164.095 to perform research on postsecondary education related issues, to maintain an accountability system, and to evaluate the performance of institutions in regard to the goals of the *Kentucky Postsecondary Education Improvement Act of 1997* and the strategic agenda.

3. Data collected and maintained by the CPE shall be managed in a manner that supports the improvement of education in Kentucky consistent with the goals of the *Kentucky Postsecondary Education Improvement Act of 1997* and the *Adult Education Act of 2000*. The CPE shall promote access to and dissemination of nonpersonally identifiable information that improves the education-related decisions of parents, teachers, administrators, policymakers, and educational stakeholders as well as the general public.

4. Where access to personally identifiable information is restricted by federal and state law, the information shall be processed (e.g., aggregated, summarized, or characterized) to provide access while meeting the requirements for restriction.

5. This policy will adhere to restrictions on the releases of personally identifiable information identified in the FERPA, 20 U.S.C. 1232g, and KRS 164.283.

6. The CPE shall ensure that data and information remain at all times under the direction and control of the CPE, that personally identifiable information is not disclosed to officials other than the CPE staff or contractors assigned to a project, and that all information is destroyed when there is no longer a need for the data for the purpose outlined.

7. Data access provisions may change if mandated by federal statute, state law, or administrative rules, where those changes are not in conflict with FERPA. The CPE may, at its discretion, propose changes in the data policy but the new rules shall not apply to data or information collected under the old policy unless proper notice has been given.

B.   **Security Requirements**

1. Security includes measures to ensure that records are not lost, stolen, vandalized, illegally accessed, or otherwise rendered useless. Since the data are stored on computers, it is essential that there be a high level of protection that provides integrity and availability commensurate with the level of risk and magnitude of harm.

2. Data, copies of data, and all reports containing personally identifiable information shall be maintained in a secure environment to prevent unauthorized access. A secure environment includes any electronic media, personal computer, server, or network on which the data reside.

3. The CPE shall use encryption or other best practices when using personally identifiable information, and shall require institutions to use encryption or other best practices when transferring personally identifiable information to the CPE.

4. Private or confidential data on an individual shall not be created, collected, stored, used, maintained, or disseminated for any purpose other than for the stated purpose.

5. Disclosure in summary reports is designed to protect an individual's identity. The Council will establish a cell size standard for reporting of data when it is necessary to keep an individual from being identified.

6. Private or confidential data will not be released to the public, to a third party, nor to provider institutions except as provided for in 34 C.F.R. § 99.31 or to authorized staff of the postsecondary education institution who released the data to the CPE.

C.   Requests by Individuals to Examine Their Personal Data

1. Upon request of individuals under Section 552a(f)(1) of the Privacy Act of 1974 or 34 CFR, Section 99.20 of FERPA to gain access to their records contained in the CPE comprehensive database system, the CPE will provide a copy of all or any portion in a comprehensible form and will consider requests, in consultation with the appropriate institution, to amend the record.

2. Individuals or groups requesting directory information contained in data files provided by institutions will be directed to the respective institution.

Certification: _____
                          Thomas D. Layzell

Original Approval: ____March 21, 2005_____

Amended: ____May 22, 2006_____

Council on Postsecondary Education
Data Quality Policy

Section 1: Purpose

This policy establishes the principles and practices related to the quality of data collected by Kentucky's public postsecondary education institutions and submitted to the Kentucky Council on Postsecondary Education's (CPE) comprehensive database system.

This policy is to ensure that all public institutions have adequate policies and processes in place to ensure data quality on their own campuses and to implement a process whereby the Council staff or a designated third party will authenticate the accuracy of the data institutions have submitted to the Council.

Section 2: Statutory Authority

KRS 164.020, KRS 164.095, and KRS 164.283

Section 3: Background

The CPE maintains and manages a unit record database, called the comprehensive database (CDB), containing postsecondary education institutional data used by the CPE for state and federal reporting, policy analysis, and decision-making. These data are used to support the improvement of postsecondary education within the Commonwealth by providing the basis for measures of effectiveness and efficiency. These data are also used in funding calculations for the public institutions. The data collected are part of a comprehensive accountability system that the CPE is required to develop and maintain by KRS 164.020 and KRS 164.095.

Institutions of postsecondary education have the primary responsibility for the accuracy and completeness of the data in their information systems and databases. As institutions are held to high standards by students, faculty, and other constituencies, it is expected that they devote significant attention and resources to the effectiveness of these systems and the quality of their data. Council staff members are available to facilitate the sharing of information and best practices among the institutions to assist them as they strive to improve the quality of data they collect and utilize.

A significant amount of data is collected by the institutions and submitted to the Council. There are hundreds of data elements each with their own unique definitions. There is a need to ensure that all institutions uniformly understand the definitions and parameters for the data being collected. As information is often presented side-by-side for each institution, ultimately it is used for comparison purposes by many different audiences. There is a need to ensure that this

information is comparable from institution to institution. This process will provide support to the institutions to ensure the data that they submit are based on the same interpretations.

Section 4: Definitions

1. "Accurate" means that the data in electronic systems should match data received from an original source, such as a student's application or transcript from another institution.
2. "*Comprehensive Database Reporting Guidelines*" is the document produced annually by Council staff that lists all database definitions, formats, and collection schedules used by the Council.
3. "Critical Data Elements" include elements of particular importance due to their policy significance. These Critical Data Elements and the best methods and sources for evaluating their accuracy are discussed annually at the Comprehensive Database Committee meeting. The list will be included in the *Comprehensive Database Reporting Guidelines* beginning in 2008.

Section 5: Policy

A. General

1. This policy shall apply to all data submitted to the CPE from the public institutions, whether in electronic, paper, or other formats.
2. The CPE is authorized by KRS 164.020(6) and (26) and KRS 164.095 to perform research on postsecondary education, to maintain an accountability system, and to evaluate the performance of institutions in regard to the goals of the *Kentucky Postsecondary Education Improvement Act of 1997* and the Public Agenda. As such, there is an expectation that the data submitted to the Council shall be accurate.
3. The CPE *Comprehensive Database Reporting Guidelines* includes the official definitions for data that are submitted by the institutions to the Council.
4. Five years after implementation, the Council will reevaluate this policy.

B. Institutional Policies and Processes

1. Public institutions must certify that they have practices in place to ensure the quality of their data and that they follow CPE guidelines. The CPE encourages institutions to develop official data quality policies addressing data submitted to the comprehensive database. Each institution should submit a copy of their data quality policy, if they have one, and a report describing their data quality practices to the Council by May 1, 2008. When institutions make changes to these policies or practices, updated copies should be submitted to the Council. KCTCS will submit these for their colleges. The reports should include the following types of provisions:
   1.1. A description of the processes that are in place to ensure accurate collection and entry of data by the institution.

1.2. A description of the institution's process for checking data quality where staff or designated third parties compare data in the institutional databases to the original records (either paper or electronic) received from its students or other sources to ensure it was entered into its electronic systems accurately. These processes should include checking each of the critical data elements identified in the *Comprehensive Database Reporting Guidelines* from a random sample of at least 100 records for data that had been submitted to the Council within the previous year.
1.3. A schedule for how frequently data quality checks will be made by the institution or designated third parties.
1.4. A description of how the results of the data quality checks will be utilized by the institution to improve data quality.
2. Each institution will submit a data quality report to the Council staff by May 1st of each odd numbered year. This report should contain the following information:
2.1. A list of the data fields checked, the process employed, and the findings.
2.2. A description of any institutional policies and processes that will be changed to improve data quality for any items where inconsistencies were discovered.
2.3. KCTCS shall submit reports for each of their colleges.

C. On-Site Data Quality Checks

1. Council staff or a designated third party will conduct an on-site data quality check at each of the public institutions and KCTCS colleges at least once every five years. The purpose of the on-site visits will be to develop a better understanding of the quality of data that are submitted to the Council and to discuss data collection strategies to improve the consistency of data submitted from the institutions. It will also serve to provide support for campus staff so they may better understand how to classify and categorize data that are submitted to the Council.
2. Data submitted to the Council's comprehensive database within the previous academic year is subject to review and verification against the original records at the institution.
3. On-site data quality checks will be limited to reviewing critical data elements from 100 records. The list of records to be reviewed will be identified by the Council staff.
4. The first on-site data quality checks will occur in 2009.
5. At the end of the on-site visit, the team will meet with the institution's president and other pertinent staff for an exit interview. Following the on-site visit, Council staff will develop a written report of their findings and submit a copy to the president of the appropriate institution. These reports will also be presented to the Council.
6. If inaccurate data are found during the on-site data quality check, the Council reserves the right to revisit that institution for one or more follow-up on-site data quality checks.

Certification: _____
Bradford L. Cowgill

Original Approval_____
Amended: _____

CRITICAL DATA ELEMENTS 2011-12

Social Security Number
KDE ID#
Race
Residency
County of origin
Student classification
First-time student status
First major prefix
High school code
High school graduation year
Transfer credits (Transfer File)
On-campus placement exam data
Expected family contribution
Institutional grants (Need and/or non-need based)

Data and Reporting Guidelines for 2011-15 Statewide Diversity Policy

1. **Race/Ethnicity:** Diversity plans shall use the revised IPEDS race/ethnicity categories for CPE diversity goal setting and reporting. These categories are detailed on Table 2 of these guidelines.

2. **Underrepresented racial/ethnic minorities:** Students or faculty who categorize themselves within the following racial/ethnic categories as defined by IPEDS and reproduced in Table 2.
   a. Hispanics of any race.
   b. African American only.
   c. American Indian/Alaskan Native only.
   d. Native Hawaiian or other Pacific Islander only.

   Categories not included are White, Non-Hispanic only; Asian, Non-Hispanic only; two or more races; nonresident alien; and race/ethnicity unknown.

3. **Low income:** Undergraduate students are defined as low-income if they have an EFC that would make them Pell eligible or if they received a Pell grant in the given academic year.

STUDENTS

Estimated Enrollment

Fall 2011

ESTIMATED ENROLLMENT

Semester: Fall _____

Institution_____

FICE Code_____   Census Date Used_____

PART I - TOTAL ENROLLMENT

Instructions

Report estimated full-time, part-time, and total headcount enrollment on the official CPE enrollment reporting census date (last date which a student may add a course for credit). Include any estimated enrollment from short-term courses beginning after the census date. The estimated enrollment should be reflective of the total anticipated enrollments to be submitted to the Council in the official reports for fall (in November). Report an estimate of the total student credit hours for undergraduate, graduate, and law students. Headcount enrollment is used to calculate FTE for medicine, dentistry, and pharmacy students; doctoral dissertation students; house staff; and post-doctoral students. Cells used in the calculation of FTE are shaded for clarity.

Estimated Headcount Enrollment

	Undergraduate	Graduate			House Staff	Post-Doctoral	Total
		Master's/Specialist, Doctor's - Research/Scholarship (excluding doctoral dissertation), Doctor's - Professional Practice (excluding Medicine, Dentistry, Pharmacy)	**Doctor's - Professional Practice - Medicine, Dentistry, Pharmacy only**	**Doctoral Dissertation**			
Full-Time							
Part-Time							
Total							

Total Student Credit Hours (for calculating FTE)

	Undergraduate	Graduate
		Master's/Specialist, Doctor's - Research/Scholarship (excluding doctoral dissertation), Doctor's - Professional Practice (excluding Medicine, Dentistry, Pharmacy)
Credit Hours		

PART II - TOTAL ENROLLMENT BY RACE

Instructions

Report estimated total enrollment and first-time freshmen enrollment by race. In the first-time freshmen enrollment, include those students who enrolled as first-time in the summer semester and returned in the fall.

	Nonresident Alien	Race and Ethnicity Unknown	Hispanics of any Race	For Non-Hispanics Only: American Indian or Alaskan Native	Asian	Black or African American	Native Hawaiian/ Pacific Islander	White	Two or More Races	Total
First-time Freshmen										
Undergraduate										
Graduate										
House Staff										
Post-Doctoral										
Total										

Signature _____

Title _____

Phone # _____

Please provide this data on or before September 9.

Questions should be directed to
Martha Evilsizor at the Council on
Postsecondary Education.
Martha.Evilsizor@ky.gov
(502) 573-1555 x223
Fax: (502) 573-1535

Enrollment

Fall 2011
Spring 2012
Summer 2012

ENROLLMENT
FALL/SPRING/SUMMER

<u>General Instructions</u>

The fall/spring enrollment files and the summer (the academic period between the close of the spring semester and the beginning of the fall semester) files should include enrollment in all courses (day, evening, off-campus, and distance education) for which semester hour credit is granted or regular academic courses carrying zero hours credit except for zero credit hour laboratories associated with lectures if laboratory and lecture are assigned identical course IDs. For each fall term, spring term, and summer term, Type One (student), Type Two (course), and Type Three (class) records should be included for each of these courses. All summer terms must be combined into one submission, which, as with fall and spring submissions, is to include one Type One record per student with appropriate Type Two and Type Three records. For all full-term courses, the data are to be the net enrollment as of the last date of the reporting period which students may add a course for credit (census date). This date must agree with the official university calendar. All enrollment transactions initiated on or before the census date should be processed and reflected on the file. Exclude students who have withdrawn on or before the census date, have not paid, or have not made formal arrangements with the business office for payment of tuition and fees.

Include short-term courses beginning after the effective cut-off date. For each short-term course, an individual cut-off date should be established. These dates, based on length of course, should be prorated consistent with the institution's policy for full-term courses. Report winter term enrollments with the spring enrollment.

Do not include enrollment in zero credit hour laboratories associated with lectures if laboratory and lecture are assigned identical course IDs, noncredit courses, noncredit workshops, continuing education unit courses, or other courses for which regular semester hour credit is not granted. Do not include enrollment in classes that did not materialize, were canceled, or otherwise not in fact offered. Do not report enrollments from previous semesters, with the exception of special winter terms reported with the spring collection as mentioned above.

<u>Report a unique section number for each course within a term. This could be a totally different section number or could be a character or number added to the section number (for example, ACC 601 01 and ACC 601 01A).</u>

The Type One enrollment record will be considered the master enrollment record for students. If a student does not appear on at least one Type One record during the relevant academic year, records for that student will not be accepted on the Entrance Exam, Transfer, or Financial Aid files.

<u>Type One (Student) Record:</u>

1. **Birth Date** – Report the student's full date of birth (MMDDYYYY).

2. **County/State of Origin** - Use the FIPS codes found in Tables 4A and 5A for reporting state and county of origin. If the student's state of origin is Kentucky, report the county of origin using the FIPS codes from Table 5-A. If the student's state of origin is something other than Kentucky, report the county of origin (if available) using the FIPS codes found at http://www.itl.nist.gov/fipspubs/co-codes/states.htm. If the out-of-state county is not

available, report 000 and the county will be determined based on the zip code reported (see item # 24). For students from another country, the county should be coded 000. For reciprocity students (see item #17), report their state and county of origin in columns 71-75 as well as the reciprocity state and county in columns 76-80, even though they may be the same. Do not leave the state and county of origin fields blank.

3. **Declared Major or Program Prefix** – For all students, report the appropriate declared major or program prefix code from Table 15.

    a. Post-doctoral students and students with a nondegree major are to be reported with an "N" in the major prefix code.

    b. An undergraduate major prefix code should be reported for the not designated, undecided, undeclared student. If a specific level is not known, report "U" for major prefix code.

    c. Report program prefix "T" for KCTCS students enrolled in workforce training programs (enrollment only).

4. **Declared Major** - The declared major or program must be consistent with the institution's degree program inventory. Use only those codes listed in that inventory. (See Tables 16-B and 17.) Report the student declared major or program for all students except those who are not permitted, by official institutional policy, to declare a major. Students who are not permitted, by official institutional policy, to declare a major shall be coded as baccalaureate degree students with an undeclared major prefix (code U). Students who have declared intent to major in a program with selective admissions or limited enrollment are to be reported with their declared major or program.

    a. Post-baccalaureate nondegree, undergraduate nondegree, graduate nondegree, and high school students enrolled in postsecondary level courses should be assigned the 90.0000 nondegree code. Post-doctoral students may also be reported with the nondegree code 90.0000.

    b. For students declaring a double major, report the first major in columns 111-118 and the second major in columns 120-127.

    c. Students without an RN who intend to complete a baccalaureate nursing (generic) program should be reported with the declared major 51.1601.01 - Nursing (RN Training). Students with an RN who intend to complete a baccalaureate nursing (completion) program should be reported with the declared major 51.1601.02 - Nursing, General (Post - RN).

5. **FICE Code of Sending Institution** - Report the FICE code of the sending institution for each first-time transfer student from a Kentucky institution. For each first-time transfer student from an out-of-state institution, report the code of the state (FIPS code), territory, or foreign country of the sending institution. Institution and state codes are listed in Table 9.

6. **First-Time Student** - The student is to be identified as a first-time student if she has graduated from high school and has not previously earned credits in the degree level for which she is enrolled unless the credits were earned before graduation from high school. A student should be reported as a first-time student only for the term in which she first enrolls. For example: A student attending a postsecondary institution for the first time in the summer should be reported as a first-time student on the summer enrollment.

a. DO NOT report current high school students who are, for the first time, enrolled for postsecondary credit.

b. Report first-time students for each degree level: undergraduate (freshman, sophomore, junior, undergraduate nondegree) and graduate (master's, specialist's, doctoral, and graduate nondegree). Students in Ed.D. leadership programs who have done previous graduate-level work toward master's degrees, rank 1 and 2 certification, etc., including nondegree coursework, should not be reported as first-time graduate students.

c. Report 'S' in the first-time student field in the fall semester for students who were first-time in the summer semester and returned to your institution in the fall.

7. **First-Time Transfer Student** - The student is to be counted as a transfer from the last institution attended prior to acceptance by the receiving institution. A first-time graduate student is not to be reported as a transfer from his undergraduate institution. Include the first-time transfer student whose transfer credits are being held pending validation of coursework. The student should be listed as she will be classified upon the validation of her coursework. Report first-time transfers for each degree level (undergraduate, graduate). The student may transfer with or without credit. A student should be reported as first-time transfer only once. If the student was a first-time transfer in the summer, do not report them as a first-time transfer again in the fall.

8. **GRS Cohort** – In column 81, for the fall enrollment report only, indicate Y if the student is full-time and eligible to be included in the Integrated Postsecondary Education Data System (IPEDS) Graduation Rate Survey (GRS) Cohort, P if the student meets the criteria and is enrolled part-time, or N if the student is not eligible. The following criteria determine whether an undergraduate student is included in the cohort:

Full-time First-time: Include students who attended college for the first time (either part-time or full-time) in the prior summer term whether at the same college, another college in Kentucky, in another state, or another country. Summer semester will be counted whether the student enrolled as degree-seeking or not. Also include students who have entered with advanced standing (college credits earned before graduation from high school).
Degree/certificate seeking: Students must be enrolled in courses creditable toward a degree, diploma, certificate, or other formal award. Include students in occupational and vocational programs. Students at four-year institutions whose intent is not known are to be reported in the bachelor's cohort.

9. **High School GPA** – Report the weighted high school grade point average for all first-time undergraduate degree-seeking students. It should be right justified and show two decimal places (decimal is implied).

10. **ID Type** – Report '1' if the student ID is a valid Social Security Number or '2' if it is some other ID number (institutional ID, SEVIS, etc.).

11. **Institutional ID** – Report in columns 138-147 the student's institutional ID number. This field is optional.

12. **International Exchange Student** - Report all Type One information for each student currently enrolled in an institution in another country under a formal international student exchange program between that institution and the Kentucky institution. Report each of these students as full-time. For each exchange student attending a foreign institution, report

the appropriate residency code of "A," "B," or "C." Report residency code "E" for each international exchange student from a foreign country attending a Kentucky institution.

13. **KDE ID** – Report the ten-digit ID number supplied by the Kentucky Department of Education and found on the student's high school transcript in columns 148-157 for all first-time students who graduated from a public high school in 2008 and later and for high school students (students enrolled in dual credit courses or dually enrolled).

14. **Location of High School Graduation, First-Time Degree Seeking Students** - Report students graduated from a Kentucky high school by specific high school code. If the high school does not appear in Table 13, report by county as shown in the table. For a student with a GED certificate, use the code B121. For a student graduating from an out-of-state high school, use the code B200. For a student with no high school diploma or GED certificate, use the code B122. For a student who has been home schooled, use the code B123. For a student who has been home schooled, but who also received the GED, report the home schooled code B123. Beginning in fall 2008, also report the high school code for high school students who are dually enrolled or are enrolled in dual credit courses and for students in the WKU Academy.

15. **Multi-Institution Program** – If the student is enrolled in a joint, cooperative, collaborative, or other multi-institution program, report 'X' in column 128 for the first major or in column 129 for the second major. The student classification should reflect his or her status at the "home" institution.

16. **National Exchange Student** – Report all Type One information for each student enrolled in your institution but currently attending another institution under a formal agreement with the National Student Exchange. Report each of the students as full-time. For each exchange student attending another institution under this agreement, report the appropriate residency code of 'A' or 'C.' Report the residency code 'E' for each exchange student from another state attending a Kentucky institution.

17. **Race** – In column 69, report the race code from Table 2 using the descriptions in Table 2.

    In columns 158-165, report Y or N using the following descriptions:

    - **Hispanic or Latino** - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
    - **American Indian or Alaska Native** - A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.
    - **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.
    - **Black or African American** - A person having origins in any of the black racial groups of Africa.
    - **Native Hawaiian or Other Pacific Islander** - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
    - **White** - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
    - **Nonresident alien -** A person who 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. NOTE - Nonresident aliens are to be reported separately, in the field provided, rather than included in any of the six

racial/ethnic categories. Resident aliens and other eligible (for financial aid purposes) non-citizens who are not citizens or nationals of the United States and who have been admitted as legal immigrants for the purpose of obtaining permanent resident alien status (and who hold either an alien registration card (Form I-551 or I-151), a Temporary Resident Card (Form I-688), or an Arrival-Departure Record (Form I-94) with a notation that conveys legal immigrant status such as Section 207 Refugee, Section 208 Asylee, Conditional Entrant Parolee or Cuban-Haitian) are to be reported in the appropriate racial/ethnic categories along with United States citizens.

- **Race and ethnicity unknown** - This category is used only if the person did not select EITHER a racial or ethnic designation.

18. **Reciprocity State and County** – For a student with residency code B (reciprocity), report the reciprocity state and county in columns 76-77 and 78-80.

19. **Residency Status** - The student's official residency status, as determined by the Council on Postsecondary Education's "Policy on Classification of Residency for Admission and Tuition Assessment Purposes." (See Table 3.)

   a. *In-state student* – Code A is to be reported for a student who is determined to be a legal resident of Kentucky.

   b. *Out-of-state reciprocity student (with tuition waiver)* - Code B residency status is to be reported for a student under the reciprocity agreements approved by the Council on Postsecondary Education at Morehead State University, Murray State University, Northern Kentucky University, University of Louisville, Western Kentucky University, Ashland Community and Technical College, Big Sandy Community and Technical College, Bowling Green Technical College, Gateway Community and Technical College, Henderson Community College, Hopkinsville Community College, Jefferson Community and Technical College, Maysville Community and Technical College, Owensboro Community and Technical College, Somerset Community College, Southeast Kentucky Community and Technical College, West Kentucky Community and Technical College. Code B is also to be reported for KYVC students from any state-supported institutions if they have been granted tuition reciprocity by their "home" school of enrollment.

   c. *Out-of-state (without tuition waiver)* – Code C is to be reported for a student who is determined not to be a legal resident of Kentucky.

   d. *Out-of-state (SREB Academic Common Market and University of Kentucky/University of Florida Bilateral Degree Program)* - Code D residency status is to be reported for a student from outside Kentucky enrolled in one of the approved Academic Common Market degree programs or in the Kentucky/Florida Bilateral Degree Program.

   e. *Out-of-state international and national exchange students* - Code E residency status is to be reported for a foreign student enrolled in a formal international student exchange program and for an out-of-state student enrolled in the National Student Exchange Program.

   f. *Undetermined Residency* – Code F residency status is to be reported for post-doctoral students and house staff at the University of

Kentucky and the University of Louisville if they are not enrolled in any course for credit and a residency determination has not been made.

20. **Student Classification** -

   a. An undergraduate student is to be classified based on total semester credit hours earned, except in the following cases:
      1. A transient student should be classified as "undergraduate nondegree."
      2. Special students are listed in the definitions: "audit student," ~~"post-baccalaureate nondegree student,"~~ "post-baccalaureate undergraduate degree-seeking," ~~"post-baccalaureate certificate,"~~ "undergraduate nondegree," or "high school."

   b. A graduate transient student should be classified as "graduate nondegree."

   c. A post-master's student, not officially admitted to a certificate, master's, specialist's or doctoral program, should be classified as "graduate nondegree."

   d. A regular degree-seeking student who, for a semester, enrolls as an audit student only may be reported with his regular classification and declared major. This applies only to degree-seeking students.

21. **Students in Classes Taught by One Institution on Another Campus** - Enrollment (Types 1, 2, and 3) is to be reported by the institution offering the instruction.

22. **Total Credit Hours** - Total semester hours taken for credit, excluding audit hours.

23. **Transfer Credit** - For each undergraduate first-time transfer student, report in columns 82-84 the total number of semester credit hours recorded on the student's academic permanent record as accepted by your institution as transfer credit from all previously attended Kentucky and out-of-state institutions. If hours cannot be determined at the time of reporting, please report XXX in columns 82-84. At a later date, institutions will report actual transfer hours for all reported XXX's. For students who have previously earned a degree and are pursuing a second degree at the same level (undergraduate), report **tbd** (transfer baccalaureate degree) or **tad** (transfer associate degree) in columns 82-84. If decimals, round to the nearest whole number (less than .50 round down). If no credit hours are accepted for a first-time transfer student, report **000** in columns 82-84.

24. **Year of High School Graduation, First-Time Degree-Seeking Students** - Report the year the student graduated from high school or received the GED certificate in columns 102-105.

25. **Zip Code –** Report the zip code of the current permanent address of all students in columns 130-134. Leave blank for international students.

Type Two (Course) Record:

1. **Audit** - Code "Y" (Yes) for audit courses and "N" (No) for courses taken for credit.

2. **Credit Hours** - Number of semester hours for which a student is receiving credit. For audit courses, code number of hours for which the student was charged.

3. **International Exchange Course** - For each student currently enrolled in an institution in another country under a formal international exchange program, report a Type Two Record with the Course Prefix and Number of IES 333 (universities) or 233 (KCTCS colleges), and report the code for the foreign country in which the student is enrolled in the Course ID section field, right justified. Report course with one credit hour. For foreign students attending a Kentucky institution, report a Type Two Record for each course in which the student is enrolled.

4. **National Student Exchange Course** - For each student enrolled in your institution but currently attending an institution in another state under the National Student Exchange Program, report a Type Two Record with the Course Prefix and Number of NES 333 (universities) or 233 (KCTCS colleges), and report the code for the state in which the student is enrolled in the Course ID section field, right justified. Report the course with one credit hour. For students from institutions in another state who are attending a Kentucky institution, report a Type Two Record for each course in which the student is enrolled.

Type Three (Class) Record:

1. **Course Level** - Each course should be assigned only one course level. The course level should be assigned relative to the intended degree of complexity or expected level of student comprehension rather than the student level (or classification) of those enrolled in the course. The course level should be coded based on the following, using the appropriate code from Table 10:

   a. *Technical Level* – Courses designed primarily for the instruction of students in technical programs at technical colleges.

   b. *Lower Division* - Courses designed primarily for the instruction of freshman or sophomore students.

   c. *Upper Division* - Courses designed primarily for the instruction of junior or senior students.

   d. *Graduate* - Courses designed primarily for the instruction of graduate students.

   Courses designed to jointly serve two student levels should be assigned the lower of the appropriate codes.

2. **Courses Taught in Multiple Counties, States, or Countries** - For courses taught in more than one county, state, country, or any combination, use the codes from Tables 4A, 4B, and 5A as follows: multiple states - B99; multiple foreign countries - BZZ; multiple counties - B18; other multiple sites - BMS.

3. **Course ID and Section Number** – Do not report courses with duplicate section numbers. Every section number should be unique for a specific term. This could be a totally different section number or could be a character or number added to the section number (for example, ACC 601 01 and ACC 601 01A).

4. **Distance Learning Provider** – Report distance learning course providers on the Type 3 record by entering "I" for institutionally provided courses, "K" for KYVC courses, and "O" if other organizations are providing the reported distance learning course in column 40. To be counted as KYVC, (a) a course, module, or other program must be housed on a course management platform or other software licensed by the KYVC or (b) the registration for the course, module, or other program occurred through KYVC regardless of where the course

is housed electronically.   Report the code from Table 6 for the primary mode of delivery for these courses. The off-campus location in columns 34-36 and the off-campus site in columns 46-48 can be left blank for distance learning courses.

5. **Dual Credit** - In column 25 indicate whether course is for dual credit; in column 26 indicate whether teacher of record is a high school teacher.

6. **International Exchange Class** - Report a Type Three Record to include all students enrolled in an institution in another country during the current semester in a formal international student exchange program. The class is to be reported with Course Prefix and Number of IES 333 (universities) or 233 (KCTCS colleges). Report the code for the foreign country in which the student is enrolled in the Course ID section field, right justified. Report a separate Type Three Record for each foreign country in which students are enrolled. Report each class with one credit hour. Report course level code of 00 for each IES class. Report the class with the on-campus location.

7. **KYVC** – Report Y or N in column 57 to indicate use of KYVC services.

8. **National Student Exchange Class –** Report a Type Three Record to include all students who are enrolled in your institution, but who are attending an institution in another state during the current semester as a participant in the National Student Exchange Program. The class is to be reported with the Course Prefix and Number of NES 333 (universities) or NES 233 (KCTCS colleges). Report the code for the state in which the student is enrolled in the Course ID section field, right justified. Report a separate Type Three Record for each state in which students are enrolled. Report each class with one credit hour. Report the course level code of 00 for each NES class. Report the class with the on-campus location.

9. **Off-Campus Location** - For each course taught off-campus, excluding distance learning courses, report the county, state, or country in which the class is located. If a course is taught off-campus at an out-of-state or foreign country location, report the off-campus location with a "B" and the state (FIPS) code from Table 4-A or the foreign country code from Table 4-B. Example: A course taught in Ohio would be reported "B39."

10. **Off-Campus Site** - For each course taught off-campus and outside the institution's home county, branch, or extended campus center, excluding distance learning courses, also report the site (town and community) in which the class is located. In columns 46-48 report the appropriate off-campus site from Table 29. For each new site not contained in Table 29, assign the next available numeric code.

11. **On/Off-Campus Classification** - A course taught partially at a location classified as on-campus and partially at a location classified as off-campus is to be counted as on-campus only if at least 50 percent of the instruction takes place on-campus. IES 333 (International Exchange Student) and NES 333 (National Exchange Student) are to be reported as on-campus.

12. **Regional Postsecondary Education Center –** If a course is taught at one of the six official regional postsecondary education centers or the University Center of the Mountains, report in columns 44-45 the code from Table 28 that corresponds to its location. If not, leave blank.

13. **Developmental Course** – Report 1, 2, 3, 4, or 0 from Table 26 in column 49 for developmental courses. Leave blank if course is not developmental.

14. **Supplemented Courses** – For each entry-level, credit-bearing course that offers supplemental academic support for students with developmental or orientation needs, such as extra class sessions, additional labs, tutoring or monitoring of students, report the type of supplemental instruction provided from Table 26 in column 50, leaving the field blank if no supplemental instruction is offered. Only report as supplemented for English, mathematics, science, or reading (codes 1-4) if the course can be substituted for a developmental/remedial course in that subject or if the course is designed for students scoring below the minimum placement or entrance exam score needed for placement in a regular (non-supplemented), credit-bearing class. The course description given in Table 26 only refers to the type of supplemental instruction offered, not the course as a whole, as the supplemented course designation is only for credit-bearing courses, not developmental or remedial courses.

Definitions

1. **Academic Common Market** - SREB cooperative agreement whereby an out-of-state student from an SREB state is charged in-state rate when enrolled in an eligible degree program. Program eligibility is based on program unavailability in the student's home state along with the approval of the institution, the Council on Postsecondary Education, and the coordinating board of the student's home state.

2. **Audit Course** - A credit course will be defined as "audit" for a student who takes the course for zero hours credit.

3. **Audit Student** - Student who is not enrolled in a certificate, diploma, or degree program but is enrolled only in one or more "audit course." (See instruction 20.d for information on degree-seeking students auditing courses.)

4. **County, State, Territory, or Foreign Country of Origin** - County, state, territory, or country of legal residence at time of first admission to the institution.

5. **Course Level** - The level of offering for instructional courses. Course levels are assigned relative to the intended degree of complexity or expected level of student comprehension rather than the student level of those enrolled in the course. The course levels included within each discipline category are technical, lower division, upper division, and graduate.

6. **Declared Major** - The major program and degree level objective, according to the student's stated intent.

    a. *First Major* - For the student who has declared intent to earn a certificate, diploma, or degree with more than one program of study (double major), the field of greater specialization and/or primary interest.

    b. *Second Major* - For a student who has declared intent to earn a certificate, diploma, or degree with more than one program of study (double major), the field of secondary interest.

    c. *Undecided, Undeclared Major (00.0000)* - The major field for a certificate-, diploma-, or degree-seeking student who has not declared a major or who, because of official institutional policy, is not permitted to declare a major.

7. **Declared Major or Program Prefix Code** – The alpha code indicating the level of a student's declared degree or program as listed in Table 15.

8. **Distance Learning** – Any for-credit instruction where more than 50 percent of the delivery of instruction may utilize any or all of the following: print material, e-mail, telephone, audio tape, video tape, television/VCR, satellite, or computer for access to CD ROM, interactive video, Internet, or the Web. The instructor must be physically separated from the students for the majority of the term. This criterion excludes sessions that may be scheduled individually, such as advising, labs, or testing. KTLN sections that originate from campus are considered distance learning courses.

9. **Doctor's Degree – Research/Scholarship** – A Ph.D. or other doctor's degree that requires advanced work beyond the master's level including the preparation and defense of a dissertation based on original research, or the planning and execution of an original project demonstrating substantial artistic or scholarly achievement. Some examples of this type of degree may include Ed.D., D.M.A., D.B.A.,

D.Sc., D.A., or D.M., and others, as designated by the awarding institution. Doctoral programs at the comprehensive universities should be reported as professional practice (student classification 12), not research/scholarship, in accordance with Senate Bill 130 (2011), amending KRS 164.295.

10. **Doctor's Degree – Research/Scholarship Dissertation Student** - Doctoral student who has completed all required coursework and is working on a research project or dissertation.

11. **Doctor's Degree – Professional Practice** – A doctor's degree that is conferred upon completion of a program providing the knowledge and skills for the recognition, credential, or license required for professional practice. The degree is awarded after a period of study such that the total time to the degree, including both pre-professional and professional preparation, equals at least six full-time equivalent academic years. Some of these degrees were formerly classified as "first-professional" and may include: Chiropractic (D.C. or D.C.M.); Dentistry (D.D.S. or D.M.D.); Law (L.L.B. or J.D.); Medicine (M.D.); Optometry (O.D.); Osteopathic Medicine (D.O.); Pharmacy (Pharm. D.); Podiatry (D.P.M., Pod.D., D.P.); or Veterinary Medicine (D.V.M.), and others as designated by the awarding institution. Doctoral programs at the comprehensive universities should be reported as professional practice (student classification 12), not research/scholarship, in accordance with Senate Bill 130 (2011), amending KRS 164.295.

12. **Dual Credit Course** - A course for which both a high school and a college/university award credit to a high school student.

13. **Ethnicity** – As noted in the Integrated Postsecondary Education Data System (IPEDS) Enrollment Survey instructions, a nonresident alien is a person who 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. As noted in the Council on Postsecondary Education Administrative Regulation 13 KAR 2:045 for determination of residency status for admission and tuition assessment purposes, the following nonimmigrant visa designations are not eligible to establish domicile or residency: B, C, D, F, H-2, H-3, H-4 if accompanying a person with an H-2 or H-3 visa, J, M, O, P, Q, S, TD, or TN. Students holding these visas should be reported as nonresident aliens.

Alternatively, resident aliens and other eligible (for financial aid purposes) non-citizens who are not citizens or nationals of the United States and who have been admitted as legal immigrants for the purpose of obtaining permanent resident alien status are to be reported in the appropriate racial/ethnic categories along with United States citizens. These students hold an alien registration card (Form I-551 or I-151), a Temporary Resident Card (Form I-688), or an Arrival-Departure Record (Form I-94) with a notation that conveys legal immigrant status (such as Section 207 Refugee, Section 208 Asylee, Conditional Entrant Parolee or Cuban-Haitian). Also, students with visa designations A, E, G, H-1, H-4 if accompanying a person with an H-1 visa, I, K, L, N, and R are permitted to establish domicile in the United States and should be reported in the appropriate racial/ethnic categories along with United States citizens.

A foreign student who lives outside the United States and who is taking only online courses should be reported as a nonresident alien.

14. **Fifth-Year Student** - Student who has earned at least 120 semester credit hours and is enrolled in a program with a five-year curriculum.

15. **First-Time Student** (Other than first-time transfer) –

    a.   *First-Time Undergraduate Student* - An undergraduate student who has not previously attended any postsecondary institution or who attended postsecondary level courses as a high school student and is currently enrolled for

the first time since high school graduation. Include students who were first-time in the summer semester and returned to your institution in the fall. DO NOT include students who are currently in high school taking postsecondary level courses. Includes first-time freshmen (01), first-time sophomore (02), first-time junior (03), and undergraduate nondegree students (05).

b. *First-Time Graduate Student* - A student who has, for the first time, been classified as one of the following: master's (06), specialist's (07), doctor's-research/scholarship (08), doctor's – professional practice (12), or graduate nondegree (16).

16. **First-Time Transfer Student** - A certificate-, diploma-, or degree-seeking student entering the reporting institution for the first time but known to have previously attended a postsecondary institution at the same level (e.g., technical, undergraduate, graduate). The student may transfer with or without credit.

17. **Freshman** - Student who has graduated from high school and earned fewer than 30 semester credit hours.

18. **Full-Time Equivalent (FTE)** – A single value providing a meaningful combination of full-time and part-time students. Full-time equivalent enrollments are calculated using the following formula.

(Undergraduate student credit hours/15)+(graduate SCH/12)+(law SCH/12)+(headcount of medical, dental, and pharmacy students)+(headcount of doctoral dissertation students)+(headcount of post-doctoral students)+(headcount of house staff)

19. **Full-Time Student** - An undergraduate student enrolled for at least 12 credit hours, or a graduate student enrolled for at least nine credit hours. Hours in courses taken for audit are to be included in the calculation of full-time status.

20. **Graduate Certificate Student** – Student with at least a baccalaureate degree enrolled in a graduate certificate program. Includes those formerly reported as post-baccalaureate and post-master's certificates and any other graduate level certificates. Report with student classification code 33.

21. **Graduate Nondegree Student** - Student with at least a baccalaureate degree enrolled in the graduate school but not in a degree program.

22. **High School Student** - Student currently in high school and enrolled in postsecondary level courses; should be reported with 90.0000 -- nondegree program.

23. **House Staff (Residents and Interns)** - An individual with a recognized terminal professional degree in one of the health professions who is engaged in postgraduate training in a program in the individual field (conducted in the university hospital or one of its affiliated institutions).

24. **International Exchange Student** - A student enrolled in a formal international exchange program between a Kentucky institution and a participating institution in another country.

25. **Junior** - Student who has earned at least 60, but fewer than 90, semester credit hours.

26. **Main Campus** - Property located in the institution's home county and owned by the institution or one of its affiliated corporations.

27. **Master's Degree Student** - Student with at least a baccalaureate degree enrolled in a graduate program that results in a master's degree.

28. **Multi-Institution Program** – A program that involves resource sharing among multiple institutions or organizations. All participating institutions share responsibility for some aspects of the program's delivery and quality. The appropriate faculty and staff of each participating institution will agree on the home school of enrollment for participating students, degree conferral, financial aid, program delivery, the allocation of equipment and facilities, provision of student services, assessment criteria, and the general management of the program. A copy of the program agreement will be submitted to the Council on Postsecondary Education prior to recognition of the arrangement on the CPE's *Registry of Degree Programs*. This definition applies to joint, cooperative, and collaborative programs and other multi-institution agreements.

29. **National Exchange Student -** A student attending a Kentucky institution or a Kentucky student attending an out-of-state institution as part of the National Student Exchange Program.

30. **Net Credit Hour Enrollment** - Total semester credit hours for which a student is enrolled as of the census date.

31. **Net Headcount Enrollment** - Total number of students who are enrolled as of the census date.

32. **Off-Campus Instruction** - All courses taught at any location other than "on-campus."

33. **On-Campus Instruction** - All courses taught within the boundaries of the main campus.

33. ~~**Post-Baccalaureate Nondegree Student** – Student with a baccalaureate degree who is enrolled in technical or undergraduate coursework but is not enrolled in a certificate, diploma, or degree program. Should be reported with nondegree major program code (90.0000).~~

34. ~~**Post-Baccalaureate Certificate Student** - A student enrolled in a CPE approved post-baccalaureate certificate program. Report with classification code 31 – Post Baccalaureate Certificate, degree program prefix code C, and the appropriate post-baccalaureate certificate program CIP code.~~

34. **Post-Baccalaureate Undergraduate Degree-Seeking Student -** A student with a baccalaureate degree who is working toward another baccalaureate degree, an associate degree, a certificate, or a diploma. Report with classification code 30 - Post-Baccalaureate Degree-Seeking - and with the appropriate degree prefix and program CIP code.

35. **Post-Doctoral Student** – A student pursuing work in a program of study who has earned a doctoral or equivalent degree in an appropriate field. A post-doctoral student may be reported with major code 90.0000.

37. ~~**Post-Master's Certificate Student** – A student enrolled in a CPE approved post-master's certificate program. Report with classification code 32 – Post-Master's Certificate, degree program prefix code C, and the appropriate post-master's certificate program CIP code.~~

36. **Primary Distance Learning Mode of Delivery** – For each distance learning course, indicate the method of instructional delivery:

   - Internet/World Wide Web.
   - Site-to-site, 2 way, audio/video. Includes compressed video via land lines (e.g., T1 lines).
   - Open Broadcast/Community Cable Television – A telecourse that is transmitted by traditional television open broadcast signal and that can usually be viewed in one's home via antenna reception or local cable service.
   - Print-Based, Audiotaped, Videotaped, Telephone, or CD.

- Satellite and Microwave Telecourse – Telecourse that requires students to report to a specific site to enroll in and view the course. Includes satellite and microwave delivery.

37. **Project Graduate Student** – A Project Graduate student is one who:
    - Does not already hold a bachelor's degree.
    - Has accumulated 80 or more undergraduate credit hours at any institution(s).
    - Is entering or returning as a bachelor's-degree-seeking student after not being enrolled at the institution where they are seeking admission or readmission for at least two years.
    - **And** was contacted by and/or received services or benefits from Project Graduate, including recruitment, advising , tuition or fee waivers, scholarships, or other institutional services or benefits, as long as said benefits or services are unique to Project Graduate participants.

38. **Regional Postsecondary Education Center –** One of the six official regional postsecondary education centers and the University Center of the Mountains, listed in Table 28.

39. **Senior** - Student who has earned at least 90 semester credit hours.

40. **Sophomore** - Student who has earned at least 30, but fewer than 60, semester credit hours.

41. **Specialist's Degree Student** - Student with at least a master's degree enrolled in a graduate program that results in a specialist's degree.

42. **Technical College Main Campus –** The parent institution that has a chief administrative officer to whom each branch, extension, or other type of separate site is subordinate and accountable. The accreditation liaison officer must be a permanent staff member at the main campus. Main campus catalogs must describe all programs offered by the main campus and other sites.

43. **Technical College Branch of a Main Campus** – A subordinate facility that operates under the supervision of a full-time, on-site, local administrator who reports to the chief administrative officer of the main campus. The branch must meet all educational guidelines of the main campus, and comply with the operational policies of the main campus. Branches may offer different programs than the main campus, providing all programs are described in the main campus catalog.

44. **Technical College Extension of a Main Campus –** A subordinate facility located within a 50-mile radius of the main campus. Direct supervision and control are provided from the main campus, and the staff is limited primarily to instruction and support staff. All programs of an extension must meet educational guidelines of the main campus, and comply with the operational policies of the main campus.

45. **Transfer Credit** - The total semester credit hours recorded on the student's academic permanent record as accepted by the institution as transfer credit from all previously attended Kentucky or out-of-state institutions.

46. **Transient Student** - A student in good standing in any recognized institution who enrolls at another institution for credit to be transferred back to the student's home institution where he is pursuing a credential. This includes distance learning students enrolled at another institution, summer students, etc.

47. **Undergraduate Nondegree Student** - Student who is enrolled for credit in technical or undergraduate courses but does not intend to receive a certificate, diploma, or degree from the institution and has not received a certificate, diploma, or undergraduate degree. Should be reported with 90.0000 – nondegree program. (DO NOT include students who are currently in high school taking postsecondary level courses.)

48. **<u>Undergraduate Student</u>** – Student enrolled in a four- or five-year bachelor's degree program, an associate degree program, or in a vocational or technical program below the baccalaureate that is normally terminal and results in formal recognition.

LIST OF TABLES
FOR
ENROLLMENT

FORMAT OF TYPE 1 (STUDENT) RECORD - Revised for 2011-12
(One Record Per Student)

Column 1 (positions 1–59):

Pos	Description
1	Form - 1 - char(1)
2–9	Institution Number(FICE Code) - see Table 1 - char(8)
10–18	Social Security Number - must be nonblank - char(9)
19	ID Type - 1=Valid SSN, 2=Other ID - char(1)
20–44	Last Name - expanded from 15 to 25 positions - left justify - char(25)
45–59	First Name - expanded from 10 to 15 positions - left justify - char (15)

Column 2 (positions 60–118):

Pos	Description
60–67	Birth Date - mmddyyyy - zero fill - char(8)
68	Gender - (M/F) - char(1)
69	Race - See Table 2 - char(1)
70	Residency (A,B,C,D,E,F) - see Table 3 - char (1)
71–72	State/Country of Origin - FIPS for states - right justify, zero fill - see Tables 4A and 4B - char(2)
73–75	County of Origin - FIPS - right justify, zero fill - see Table 5A - char(3)
76–77	Reciprocity State - FIPS for states - right justify, zero fill - see Table 4A - char(2)
78–80	Reciprocity County - FIPS - right justify, zero fill - see Table 5B - char(3)
81	GRS (Y,N,P) - char(1)
82–84	Number of hours accepted in transfer (right justify, zero fill, no decimal) - numeric(3)
85	Full/Part-Time (F/P) - char(1)
86–87	Student Classification - see Table 7 - right justify, zero fill - char(2)
88	Blank - char(1)
89	First-Time Student (Y/N/S) - char (1)
90	First-Time Transfer(Y,N) - char (1)
91–98	Transfer FICE - FICE code of institution from which student transferred (must be coded if column 90 = Y) see Table 9 - char(8)
99–101	Total Credit Hours - Numeric, one decimal point, right justify, zero fill - numeric(3)
102–105	Year of High School Graduation - yyyy - blank fill - char(4)
106–109	High School Code - see Table 13 - char(4)
110	Declared First Major Prefix - see Table 15 - char(1)
111–118	Declared First Major - see Tables 16B and 17 - left justify, blank fill, do not include decimal points - char(8)

Column 3 (positions 119–166):

Pos	Description
119	Declared Second Major Prefix - Table 15 - char(1)
120–127	Declared Second Major - see Tables 16B and 17 - left justify, blank fill, do not include decimal points - char(8)
128	Multi-Institutional Program First Major- blank or X - char (1)
129	Multi-Institutional Program Second Major- blank or X - char (1)
130–134	ZIP Code - char(5)
135–137	High School GPA - numeric (two decimal places, right justified, zero fill) - char(3)
138–147	Institutional ID - Student's Internal ID - char(10) OPTIONAL
148–157	KDE ID - char(10)
158	Hispanic or Latino (Y or N) - char(1)
159	American Indian or Alaskan Native (Y or N) - char(1)
160	Asian (Y or N) - char(1)
161	Black or African American (Y or N) - char(1)
161	Native Hawaiian or Other Pacific Islander (Y or N) - char(1)
163	White (Y or N) - char(1)
164	Non-Resident Alien (Y or N) - char(1)
165	Race and Ethnicity Unknown (Y or N) - char(1)
166	Project Graduate Student (Y/N) - char (1)

FORMAT OF TYPE 2 (COURSE) RECORD
(One Record Per Student Per Course)

1	Form - 2 - char (1)
2	Institution Number(FICE Code) - see Table 1 - char(8)
3	
4	
5	
6	
7	
8	
9	
10	Social Security Number - must be nonblank - char(9)
11	
12	
13	
14	
15	
16	
17	
18	
19	Course Prefix - expanded from 4 to 5 positions - left justify - char(5)
20	
21	
22	
23	
24	Course Number - expanded from 4 to 5 positions - left justify - char(5)
25	
26	
27	
28	
29	Section Number - expanded from 4 to 5 positions - right justify - char(5)
30	
31	
32	
33	
34	Credit Hours - Numeric, one decimal point, right justify, zero fill - numeric(3)
35	
36	
37	Audit (Y/N) - char (1)
38	Blank - char (6)
39	
40	
41	
42	
43	
44	Institutional ID - Student's Internal ID - char (10)
45	OPTIONAL
46	
47	
48	
49	
50	
51	
52	
53	

54	Institutional Course Reference Number - char(15)
55	OPTIONAL
56	
57	
58	
59	
60	
61	
62	
63	
64	
65	
66	
67	
68	

FORMAT OF TYPE 3 (CLASS) RECORD

Position	Description
1	Form - 3 - char(1)
2	Institution Number(FICE Code) - see Table 1 - char(8)
3	
4	
5	
6	
7	
8	
9	
10	Course Prefix - expanded from 4 to 5 positions - left justify - char(5)
11	
12	
13	
14	
15	Course Number - expanded from 4 to 5 positions - left justify - char(5)
16	
17	
18	
19	
20	Section Number - expanded from 4 to 5 positions - right justify - char(5)
21	
22	
23	
24	
25	Dual Credit Course (Y/N) - char(1)
26	High School Teacher of Record (Y/N) - char(1)
27	Credit Hours - Minimum or fixed - Numeric, one decimal place, right justify, zero fill - numeric(3)
28	
29	
30	Credit Hours - Maximum - Numeric, one decimal place, right justify, zero fill, leave blank if same as minimum - numeric(3)
31	
32	
33	1=On-Campus, 2=Off-Campus - char(1)
34	Off-Campus Location - see Tables 4A,4B,5A - char(3)
35	
36	
37	Number of Students - right justify, zero fill - numeric(3)
38	
39	
40	Distance Learning Provider - I=Institutional, K=KYVC, N=No, O=Other - char(1)
41	Primary Dist Learn Mode of Delivery (see Table 6) -char(1)
42	Course Level - see Table 10 - right justify, zero fill - char(2)
43	
44	Regional Postsecondary Education Centers - see Table 28 - char(2)
45	
46	Off-Campus Sites - see Table 29 - zero fill - char(3)
47	
48	
49	Developmental - 1,2,3,4, or 0 - blank fill - Table 26 - char(1)
50	Supplemented Course - 1,2,3,4, or 0 - Table 26 - char(1)
51	College or Department - char(5) OPTIONAL
52	
53	
54	
55	
56	Blank - char (1)
57	KYVC (Y/N) - char (1)

Position	Description
58	Institutional Course Reference Number - char (15) - OPTIONAL
59	
60	
61	
62	
63	
64	
65	
66	
67	
68	
69	
70	
71	
72	

End-of-Term Credit

Fall 2011
Spring 2012
Summer 2012

END-OF-TERM CREDIT
FALL/SPRING/SUMMER

General Instructions

The fall/spring/summer end-of-term enrollment files should include end-of-term enrollment in all attempted credit reported in the Type 2 record on the census date. For each fall term, spring term, and summer term, the Type 2 file will be sent back to the institutions immediately after the data has been finalized so that the Final Letter Grade and Final Numeric Grade can be added for each course record submitted earlier as part of the enrollment report for the corresponding term. All grades awarded up to 90 days after the last day of final exams should be processed and reflected on the file. This date must agree with the official university calendar.

Records cannot be added or removed from the original Type 2 file.

1. Final Letter Grade: For each attempted credit hour field in the Type 2 record submitted for the corresponding term, enter in columns 38-40 a letter grade reflecting the recorded grade 90 days after the end of the term. Single-letter grades such as "A" or "B" should be left justified.

2. Final Numeric Grade: For each attempted credit hour field in the Type 2 record submitted for the corresponding term, enter in columns 41-43 a numeric grade reflecting the recorded grade 90 days after the end of the term. The decimal will be implied. For example, for most people a grade of "B" would be represented numerically as "300."

FORMAT OF TYPE 2 (COURSE) RECORD
END-OF-TERM CREDIT
(One Record Per Student Per Course)

1	Form - 2 - char(1)
2	Institution Number(FICE Code) - see Table 1 - char(8)
3	
4	
5	
6	
7	
8	
9	
10	Social Security Number - must be nonblank - char(9)
11	
12	
13	
14	
15	
16	
17	
18	
19	Course Prefix - expanded from 4 to 5 positions - left justify - char(5)
20	
21	
22	
23	
24	Course Number - expanded from 4 to 5 positions - left justify - char(5)
25	
26	
27	
28	
29	Section Number - expanded from 4 to 5 positions - right justify - char(5)
30	
31	
32	
33	
34	Credit Hours - Numeric, one decimal point, right justify, zero fill - numeric(3)
35	
36	
37	Audit (Y/N) - char (1)
38	Final Letter Grade (Ex., A, B, C, etc.) left justified - char(3)
39	
40	
41	Final Numeric Grade - two decimal places (Ex., 300) - numeric(3)
42	
43	
44	Institutional ID - Student's Internal ID - char (10)
45	OPTIONAL
46	
47	
48	
49	
50	
51	
52	
53	

54	Institutional Course Reference Number - char(15)
55	OPTIONAL
56	
57	
58	
59	
60	
61	
62	
63	
64	
65	
66	
67	
68	

Council on Postsecondary Education
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Attempted indicates that the student was enrolled in the course at the beginning of the term. Attempted credit hours are used to determine full and part time status, financial aid, etc.

Completed indicates that the student had finished the course or otherwise completed a sufficient amount of work for the instructor to assign a grade.

Earned indicates that the course credits may be used to fulfill curricular requirements. Developmental courses are not included.

Developmental courses meet one of the following criteria: 1) CIP code = '32' on the course inventory file, 2) CIP32, also on the course inventory, from '0' through '9', or 3) remedial_code from '0' through '9' on the class file (Type3).

Procedure: Institution assigned grades are first standardized as indicated in the following chart. The standardization is verified by determining whether or not the course is designated as developmental. Developmental courses with non-developmental (single-character) grades will be assigned a comparable developmental grade. The grade of 'A' assigned in a developmental course will be adjusted to 'DA'. Similarly, 'DA' in a non-developmental course will become 'A'.

Performance	Non-Developmental Courses	Developmental Courses	EKU	KSU	MoSU	MuSU	NKU	UK	UofL	WKU	KCTCS
Excellent	**A** Attempted: Yes Completed: Yes Earned: Yes Value: 4.0 In pseudo-GPA: Yes	**DA** Attempted: Yes Completed: Yes Earned: No Value: \<null> In pseudo-GPA: No	A+ A A- A*	A	A	A	A+ A A- DA	A+ A A-	A+ A A-	A A*	A
Good	**B** Attempted: Yes Completed: Yes Earned: Yes Value: 3.0 In pseudo-GPA:: Yes	**DB** Attempted: Yes Completed: Yes Earned: No Value: \<null> In pseudo-GPA: No	B+ B B- B*	B	B	B	B+ B B-	B+ B B-	B+ B B-	B B*	B

Performance	Non-Developmental Courses	Developmental Courses	EKU	KSU	MoSU	MuSU	NKU	UK	UofL	WKU	KCTCS
Average	**C** Attempted: Yes Completed: Yes Earned: Yes Value: 2.0 In pseudo-GPA:: Yes	**DC** Attempted: Yes Completed: Yes Earned: No Value: \<null\> In pseudo-GPA: No	C+ C C- C*	C	C C	C	C+ C C-	C+ C C-	C+ C C-	C C*	C C
Poor	**D** Attempted: Yes Completed: Yes Earned: Yes Value: 1.0 In pseudo-GPA: Yes	**DD** Completed: Yes Completed: Yes Earned: No Value: \<null\> In pseudo-GPA: No	D+	D	D	D	D+ D D-	D+ D D-	D+ D D-	D	D
Unacceptable	**F** Attempted: Yes Completed: Yes Earned: Yes Value: 0.0 In pseudo-GPA: Yes	**DF** Completed: Yes Completed: Yes Earned: No Value: \<null\> In pseudo-GPA: No	F FF FN FX I^ *I^ U UN F* FN*	F	E F N U	E WE	F	E F U XF	F U	F FN F*	E F
Satisfactory in pass/no-pass course	**P** Attempted: Yes Completed: Yes Earned: Yes Value: \<null\> In pseudo-GPA: No	**DP** Attempted: Yes Completed: Yes Earned: Yes Value: 0.0 In pseudo-GPA: No	P S CR	P	K	P CR	P	CR P S	P S	P NG	P

Performance	Non-Developmental Courses	Developmental Courses	EKU	KSU	MoSU	MuSU	NKU	UK	UofL	WKU	KCTCS
Coursework unfinished, extension granted	**I** Attempted: Yes Completed: Yes Earned: No Value: 0.0 In pseudo-GPA: Yes	**DI** Attempted: Yes Completed: Yes Earned: No Value: 0.0 In pseudo-GPA: No	I I* *I IA *IA IC IM IM* I^ I*^	I	I IP	I X	I	I	I X	X	I
Multi-semester course, still in progress	**O** Attempted: Yes Completed: Yes Earned: No Value: <null> In pseudo-GPA: No	**DO** Attempted: Yes Completed: Yes Earned: No Value: <null> In pseudo-GPA: No	IP IP* *IP NC*	N	R RA RB RC RD RE RI RU	R NR IP	I+ X K	E/ IP SI UN U/	CR H NR	IP I	IP MP
Missing, null, not reported	**M** Attempted: Yes Completed: No Earned: No Value: <null> In pseudo-GPA: No	**DM** Attempted: Yes Completed: No Earned: No Value: <null> In pseudo-GPA: No	[null] NR	[null] X	[null] X	[null]	[null]	[null] --	[null]	[null] ER NR	[null] [null]

Performance	Non-Developmental Courses	Developmental Courses	EKU	KSU	MoSU	MuSU	NKU	UK	UofL	WKU	KCTCS
Withdrew passing	**W** Attempted: Yes Completed: No Earned: No Value: <null> In pseudo-GPA: No	**DW** Attempted: Yes Completed: No Earned: No Value: <null> In pseudo-GPA: No	W WM WY W* WM*	W	P W WY	W WP	W	DRP W W/	W	W	W
Audit	**AU** Attempted: Yes Completed: No Earned: No Value: <null> In pseudo-GPA: No	**DU** Attempted: Yes Completed: No Earned: No Value: <null> In pseudo-GPA: No	AU NC	AU	Y	AU	T N	AU N UT	AU NC	AU	AU

Prepared by Mary Korfhage
June 22, 2011

S:\CDB Meetings\2011\Type2 and End of Term\[KPEDS Grades Crosswalk Final 20110429.xlsx]For Publics

Transfer File

TRANSFER FILE
TYPE T

General Instructions

The purpose of this file is to capture all transfer credits accepted for enrolled students, not just the credits of first-time transfer students that were accepted in their first semester of enrollment <u>as reported on the Type 1 file</u>.   Report all transfer credits accepted for undergraduate students who were enrolled during the <u>academic year and for whom a Type 1 enrollment record was submitted during the summer – spring academic year.</u> ~~semester, as reported on the Type 1 file.~~ Report this information once a year and include data from all three reporting semesters (summer, fall, and spring). Do not include graduate students.

If transfer credits are accepted in a semester in which a student is not enrolled, report these credits in the student's next semester of enrollment. For instance, if an applicant is awarded transfer credit but does not enroll in the expected semester, do not report this credit until the semester in which the student enrolls, regardless of academic year. Or, if a student takes an online course at another university and the transfer credits are awarded during the summer or when the student is stopped-out, do not report these credits until the student's next semester of enrollment, regardless of academic year. This is to prevent transfer credits from being included in the file that are not actually used toward some academic objective by the student. No transfer credits should be reported for students who never enroll in your institution.

Relationship between semester of credit acceptance and semester of enrollment

	Enrolled during semester	**Not enrolled during semester**
Credit accepted during semester	Report in semester.	Report once in next semester of enrollment, regardless of academic year.
Credit accepted during any previous semester	Report in semester if record was not previously submitted to CPE. Do not report again in future semesters.	Do not report in semester. If student never enrolls, do not report transfer credits accepted.

Only report transfer credits once. If a transfer record has been reported to CPE in a previous year's transfer file, do not include it again, regardless of semester of enrollment. Report previously-accepted credits in the next semester of enrollment regardless of when the credits were accepted, as long as the credits are still valid.

Submit one record for each institution from which credit is accepted for each student. Report the semester the credit is accepted in columns 31-35. Report all transfer credits accepted regardless of whether the student is considered a first-time transfer or not. For example, a first-time transfer student may enter with coursework accepted from three institutions. That student will have three records for that term. A continuing student could take a summer or online class from another institution. When the student brings that transcript to your institution and you accept the credit, she would have one record of those credits reported on this file. If a student transfers in credit from one institution at two or more points in time, include one record for each instance. If a student transfers in credit from two or more institutions in the same state, include one record for each instance. Do not include records for students who were reported as first-time transfer, but without any transfer hours.

1. **Transfer FICE** – Report the FICE code of the sending institution for each student from a Kentucky institution. For each transfer from an out-of-state institution, report the code of the state (FIPS code), territory, or foreign country of the sending institution. Institution and state codes are listed in Table 9. If the sending institution is not listed and the coursework was taken online, report the transfer FICE according to the geographic location of the sending institution as listed in Table 9, regardless of the student's residency at the time.

2. ~~**Articulation Code**~~ **General Education Certification Code** – In columns 36 and 37, provide the appropriate ~~articulation~~ code from Table 36 for each first-time undergraduate transfer with a general education certification ~~certified transfer agreement~~. Codes should be **left justified**. Report the code 'x' in Column 36 for each student with no certification ~~agreement~~. ~~Institutions that do not currently utilize formal articulation agreements should report 'x' in column 36.~~

3. ~~**Transfer Framework for Baccalaureate Programs** – For each undergraduate first-time transfer student reported with the articulation code 'D,' report in columns 38 through 45 the certified framework code from Table 37. If the student was certified in two frameworks, report the second framework code in columns 46 through 53. Codes should be **left justified**. Institutions that do not currently utilize the formal articulation agreements listed in Table 37 should leave the field blank.~~

Definitions

1. ~~**Articulation Agreement or Framework**~~ **General Education Certification** – The formal certification ~~agreement~~ as listed and defined in Table 36.

2. ~~**Framework Code** – The code from Table 37 that identifies a specific transfer framework.~~

2. **Term** - Term refers to the academic reporting term when your institution accepts the credit and **not** the term the student took the course. Term is the year plus the semester coded as follows: summer = 20111; fall = 20112; spring = 20123.

List of Tables

FORMAT OF TRANSFER RECORD
TYPE T

1	Form - T - char(1)
2	Institution Number(FICE Code) - see Table 1 - char(8)
3	
4	
5	
6	
7	
8	
9	
10	Social Security Number - must be nonblank - char(9)
11	
12	
13	
14	
15	
16	
17	
18	
19	First-Time Transfer (Y/N) - char(1)
20	Number of hours accepted in transfer - right justify,
21	zero fill, no decimal - numeric(3)
22	
23	Transfer FICE Code - FICE code of institution from
24	which student transferred - see Table 9 - char(8)
25	
26	
27	
28	
29	
30	
31	Term e.g. 20111 (summer 2011), 20112 (fall 2011),
32	20123 (spring 2012) - char(5)
33	
34	
35	
36	~~Articulation Code~~ General Education Certification
37	Code - see Table 36 - char(2)
38	~~Framework Program (1) - see Table 37~~
39	Blank - char(8)
40	
41	
42	
43	
44	
45	
46	~~Framework Program (2) - see Table 37~~
47	Blank - char(8)
48	
49	
50	
51	
52	
53	
54	Institutional Student ID # (optional) - char(10)
55	
56	
57	
58	
59	
60	
61	
62	
63	

Entrance Exam File

ENTRANCE EXAM FILE

General Instructions

This file should include records for an institution's academic year cohort of first-time (including first-time transfer) undergraduate degree-seeking students (bachelor's, associate, certificate, diploma, and undecided/undeclared), but exclude nondegree students.

Transfer students are to be included if they fall under the following subsection of 13 KAR 2:020 Section 6:

(b) A student who transfers from a degree program at one (1) institution into a degree program at another institution and who has not taken and successfully passed college-level courses in mathematics and English;

(c) A student who transfers from a certificate or diploma program into a degree program and who has not taken and successfully passed college-level courses in mathematics and English; or

(d) A student converting from non-degree status to degree status who has not taken and successfully passed college-level courses in mathematics and English.

The file will be expected to include the same students identified as first-time students and transfers on the previous summer, fall, and spring Type 1 records, with the exception of the transfer students exempted as above.

Entrance Exam File:

1. **ACT Scores** –The mathematics, English, reading, science reasoning, and composite scores on the ACT Assessment that the institution uses for placement purposes. Test dates are included for each subscore to indicate when that subsection of the test was taken.

2. **First-Time Undergraduate Student** - An undergraduate student who has not previously attended any postsecondary institution or who attended postsecondary level courses as a high school student and is currently enrolled for the first time since high school graduation. DO NOT include students who are currently in high school taking postsecondary level courses. Includes first-time freshmen and first-time sophomores. Do not include first-time nondegree students in the Entrance Exam File.

3. **First-Time Undergraduate Transfer Student** - A certificate-, diploma-, or degree-seeking student entering the reporting institution for the first time but known to have previously attended a postsecondary institution at the undergraduate level. The student may transfer with or without credit.

4. **Institutional Placement** – If an institutional assessment, such as an exam developed by a department, was used to place a student in a college-level course, report a "1" in the appropriate column. Otherwise leave the column blank.

5. **Placement Exams** – Exams administered on-campus that are used to place students who do not report ACT or SAT scores or students who would like to place out of developmental coursework. Report by subject. If students take more than one placement exam in a given subject, report the score on the highest level exam taken.

6. **Placement Exam Codes**

Code	Exam
01	Accuplacer Reading Comprehension (Reading)
02	Accuplacer Sentence Skills (Writing)
03	Accuplacer Elementary Algebra (Math)
04	Accuplacer Arithmetic (Math)
05	Accuplacer WritePlacer (English/Writing)
06	Asset Writing Skills (English/Writing)
07	Asset Numerical Skills (Math)
08	Asset Reading Skills (Reading)
09	Asset Elementary Algebra (Math)
10	Asset Intermediate Algebra (Math)
11	Asset College Algebra (Math)
12	Asset Geometry (Math)
13	Compass Writing Skills (English/Writing)
14	Compass Reading (Reading)
15	Compass Pre-Algebra (Math)
16	Compass Algebra (Math)
17	Compass College Algebra (Math)
18	Compass Geometry (Math)
19	Compass Trigonometry (Math)
20	TOEFL (report in English/Writing)
21	Accuplacer College Level Math (Math)
22	KYOTE (Math)

7. **SAT Scores** – Report here the Critical Reading, Mathematics, Writing, and total scores on the SAT Assessment that the institution uses for placement purposes. Test dates are included for each subscore to indicate when that subsection of the test was taken.

FORMAT OF ENTRANCE EXAM RECORD
(One record per student)

Position	Field	Position	Field	Position	Field
1	Form - E - char(1)	59	ACT Math Score - char(2)	111	Test Date of SAT Mathematics Score
2	Institution Number(FICE Code) - see	60		112	(MMYYYY) - char(6)
3	Table 1 - char(8)	61	Test Date of ACT Math Score	113	
4		62	(MMYYYY) - char(6)	114	
5		63		115	
6		64		116	
7		65		117	SAT Writing Score - char(3)
8		66		118	
9		67	ACT English Score - char(2)	119	
10	Social Security Number - must be	68		120	Test Date of SAT Writing Score
11	nonblank - char(9)	69	Test Date of ACT English Score	121	(MMYYYY) - char(6)
12		70	(MMYYYY) - char(6)	122	
13		71		123	
14		72		124	
15		73		125	
16		74		126	SAT Total Score - char(4)
17		75	ACT Reading Score - char(2)	127	
18		76		128	
19	Last Name - left justify - char(25)	77	Test Date of ACT Reading Score	129	
20		78	(MMYYYY) - char(6)	130	Test Date of SAT Total Score
21		79		131	(MMYYYY) - char(6)
22		80		132	
23		81		133	
24		82		134	
25		83	ACT Science Score - char(2)	135	
26		84		136	Math Placement Exam Code - char(2)
27		85	Test Date of ACT Science Score	137	
28		86	(MMYYYY) - char(6)	138	Math Placement Score - char(3)
29		87		139	
30		88		140	
31		89		141	English/Writing Placement Exam
32		90		142	Code - char(2)
33		91	ACT Composite Score - char(2)	143	English/Writing Placement Score -
34		92		144	char(3)
35		93	Test Date of ACT Composite Score	145	
36		94	(MMYYYY) - char(6)	146	Reading Placement Exam Code -
37		95		147	char(2)
38		96		148	Reading Placement Score - char(3)
39		97		149	
40		98		150	
41		99	SAT Critical Reading Score - char(3)	151	Institutional Placement in Math - char(1)
42		100		152	Institutional Placement in English/Writing - char(1)
43		101		153	Institutional Placement in Reading - char(1)
44	First Name - left justify - char(15)	102	Test Date of SAT Critical Reading	154	Institutional Student ID# (optional) -
45		103	Score (MMYYYY) - char(6)	155	char(10)
46		104		156	
47		105		157	
48		106		158	
49		107		159	
50		108	SAT Mathematics Score - char(3)	160	
51		109		161	
52		110		162	
53				163	
54					
55					
56					
57					
58					

Student Financial Aid

STUDENT FINANCIAL AID FILE

General Instructions

This file will include records for all undergraduate students who received financial aid from any source during the 2010-11 academic year, whether or not a FAFSA was filed. This includes students who received tuition waivers as their only form of financial aid. The amounts reported should be the cumulative total of all aid given to a student within a single category at any time within the 2010-11 academic year, including the fall 2010, spring 2011, and summer 2011 semesters. Undergraduate students are defined by student classification in Table 7 of the database guidelines and the records submitted will be edited to match an institution's Type 1 enrollment records for the fall 2010, spring 2011, and summer 2011 semesters.

All aid amounts should reflect student financial aid that has been disbursed, not awarded. Funds include those that the financial aid office awards to a student through the Bursar's Office. Funds that are based upon a third party billing are considered disbursed aid and should be included in the data. Likewise, private aid, such as employer reimbursements or outside scholarships that are paid directly to the students and do not go through the financial aid office should be reported to the extent that the financial aid office is aware of the aid awarded. Dollar amounts for the aid fields are five digits long to capture amounts up to $99,999.49 rounded to the nearest dollar, without commas or decimals. For example, an aid amount of "$12,345.78" should be submitted as "12346." The income fields are eight digits long to capture amounts up to $9,999,999.49 rounded to the nearest dollar, with a negative sign but without commas or decimals. Negative numbers should be reported in these fields with a negative sign.

Data Definitions:

1. **Employer Paid Tuition** – This field includes tuition paid by third-party employers only, to the extent that the student financial aid office is aware of tuition paid by third party employers. Tuition waivers given to faculty/staff and their families should not be included here, but should be included in the Tuition Waivers field.

2. **FAFSA/ISIR Cost of Attendance (COA)** – This field should reflect the student's most updated amount that was used for calculating student aid during the academic year, including the FAFSA/ISIR COA or one that has been adjusted by your institution.

3. **FAFSA/ISIR Dependency Status** – This field should reflect the student's most updated status during the academic year and should be reported using ISIR codes:
   > D = Dependent, calculated EFC provided
   > I = Independent, calculated EFC provided
   > X = Dependent rejected, no EFC calculated
   > Y = Independent rejected, no EFC calculated
   > Blank = missing

4. **FAFSA/ISIR Expected Family Contribution (EFC)** – This field is for the student's primary EFC and should reflect the student's most updated amount that was used for calculating student aid during the academic year including the FAFSA/ISIR EFC or one that has been adjusted by your institution. If a student's EFC is "None Calculated," report this under the dependency code, as on the ISIR. Because zero (0) is a valid value in this field, do not use zero (0) for missing values. Leave missing values blank.

5. **FAFSA/ISIR Dependents Other than Children/Spouse** – This field should reflect the student's most updated status during the academic year and should be reported using ISIR codes:
   > 1 = Yes
   > 2 = No
   > Blank = missing

6. **FAFSA/ISIR Father's Educational Level** – The father's highest grade level completed should reflect the student's most updated status during the academic year and should be reported using ISIR codes:
   > 1 = Middle School/Jr. High
   > 2 = High School
   > 3 = College or beyond
   > 4 = Other/Unknown
   > Blank = missing

7. **FAFSA/ISIR Grade Level in College** – This field should reflect the student's most updated status during the academic year and should be reported using ISIR codes. Because zero (0) is a valid value in this field, do not use zero (0) for missing values. Leave missing values blank.

> 0 = 1st year, never attended college before
> 1 = 1st year, attended college before
> 2 = 2nd year/sophomore
> 3 = 3rd year/junior
> 4 = 4th year/senior
> 5 = 5th year/other undergrad
> Blank = missing

8. **FAFSA/ISIR Have Children You Support** – This field should reflect the student's most updated status during the academic year and should be reported using ISIR codes:

> 1 = Yes
> 2 = No
> Blank = missing

9. **FAFSA/ISIR Marital Status (Student's)** – This field should reflect the student's most updated status during the academic year and should be reported using ISIR codes:

> 1 = Unmarried (single, widowed, divorced)
> 2 = Married/Remarried
> 3 = Separated
> Blank = missing

10. **FAFSA/ISIR Mother's Educational Level** – The mother's highest grade level completed should reflect the student's most updated status during the academic year and should be reported using ISIR codes:

> 1 = Middle School/Jr. High
> 2 = High School
> 3 = College or beyond
> 4 = Other/Unknown
> Blank = missing

11. **FAFSA/ISIR Parent's Adjusted Gross Income from IRS Form** – This field should reflect the most updated amount that was used for calculating student aid during the academic year, including the FAFSA/ISIR amount or adjustments made by your institution. Because zero (0) is a valid value in this field, do not use zero (0) for missing values. Leave missing values blank.

12. **FAFSA/ISIR Student Adjusted Gross Income from IRS Form** – This field should reflect the most updated amount that was used for calculating student aid during the academic year, including the FAFSA/ISIR amount or adjustments made by your institution. Because zero (0) is a valid value in this field, do not use zero (0) for missing values. Leave missing values blank.

13. **FAFSA/ISIR Total Income (TI: Family Income)** – This field should reflect the most updated amount that was used for calculating student aid during the academic year, including the FAFSA/ISIR amount or adjustments made by your institution. Because zero (0) is a valid value in this field, do not use zero (0) for missing values. Leave missing values blank.

14. **Federal Financial Aid Fields** – These fields should include the cumulative amount of financial aid disbursed to each student from a particular federal program throughout the academic year, including the fall, spring, and summer semesters.

15. **Institutional Grants and Scholarships** – Includes institutional grants, scholarships, fellowships, and other aid which the student does not need to pay back and which does not include a work expectation. Following IPEDS, "These awards do not require the performance of services by the recipient while a student (such as teaching) or subsequently. The term does not include loans to students (subject to repayment), College Work-Study Program (CWS), or awards granted because of faculty or staff status. Also not included are awards to students where the selection of the student recipient is not made by the institution. Examples of this would include Lions Club scholarships where the club selects the recipient and Wal-Mart scholarships where the company names the recipient." If a third party selects the student recipient, this award should be included under "Scholarships/Grants from Third Parties."

16. **Institutional Need-Based Grants/Scholarships, Loans, or Work-Study** – The cumulative academic year amount of institutional aid of that particular type (scholarships, loans, or work-study) disbursed to a student based solely on financial need as determined by the Federal Methodology (federal Cost of Attendance (COA) minus federal Expected Family Contribution (EFC)). If any factor other than need is used to determine eligibility for a portion of a student's aid, report that portion as non-need or mixed need/non-need-based aid as appropriate.

17. **Institutional Need/Non-Need-Based Grants/Scholarships, Loans, or Work-Study** – The cumulative academic year amount of institutional aid of that particular type (scholarships, loans, or work-study) disbursed to a student based on any combination of financial need as determined by the Federal Methodology (federal Cost of Attendance (COA) minus federal Expected Family Contribution (EFC)) and characteristics other than financial need, including academic achievement, geography, demographics or special skills, talents, etc. Leave these fields blank if your institution does not have programs which combine need and non-need factors (as these terms are defined in this document) in the disbursing of aid.

18. **Institutional Non-Need-Based Grants/Scholarships, Loans, or Work-Study** The cumulative academic year amount of institutional aid of that particular type (scholarships, loans, or work-study) disbursed to a student based solely on characteristics other than financial need, including academic achievement, geography, demographics, or special skills, talents, etc. If need is used to determine eligibility for a portion of a student's aid, report that portion as need or mixed need/non-need-based aid as appropriate.

19. **<u>Kentucky's Affordable Pre-Paid Tuition (KAPT)</u>** – The Council is aware that some institutions do not have the ability to report this item. In that case, leave this field blank.

20. **<u>Scholarships/Grants from Third Parties</u>** – This category includes awards to students where the selection of the student recipient is not made by the institution. Examples of this would include Lions Club scholarships where the club selects the recipient and Wal-Mart scholarships where the company names the recipient. A standing scholarship program funded by a third party for which the institution chooses the student recipients should be recorded under "Institutional Grants and Scholarships."

21. **<u>Tuition Waivers and Discounts</u>** – This field includes any tuition waiver or discount given to faculty/staff and their families, as well as statutory tuition waivers such as those granted to former foster children or veterans. A tuition waiver is tuition not charged to the student's account, or a waiver of all or part of the tuition due; a waiver includes no funding from internal or external sources. Regardless of accounting procedures at your particular institution, it is the intent of this data element to capture the value of tuition that is not charged, whether a discount or a waiver.

STUDENT FINANCIAL AID FILE LAYOUT
(One Record Per Student)

Pos.	Field
1	Form Number - A - char(1)
2–9	Institution Number (FICE Code) - see Table 1 - char(8)
10–18	Social Security Number - must be nonblank - char(9)
19–43	Last Name - expanded from 15 to 25 positions - left justify - char(25)
44–58	First Name - expanded from 10 to 15 positions - left justify - char(15)
59–63	FAFSA/ISIR Cost of Attendance (COA) - char(5)
64–68	FAFSA/ISIR - Expected Family Contribution (EFC) - char(5)
69–76	FAFSA/ISIR - Total Income (TI: Family Income) - char(8)
77–84	FAFSA/ISIR - Student Adjusted Gross Income (from IRS form) - char(8)
85–92	FAFSA/ISIR - Parents' Adjusted Gross Income (from IRS form) - char(8)
93	FAFSA/ISIR - Dep. Status - char(1)
94	FAFSA/ISIR - Stud. Marital Status - (1)
95–96	FAFSA/ISIR - State of Legal Res. - char(2)
97	FAFSA/ISIR - Grade Level in College - (1)
98	FAFSA/ISIR - Father's Educ. Level - (1)
99	FAFSA/ISIR - Mother's Educ. Level - (1)
100	FAFSA/ISIR - Children (1,2,blank) - char(1)
101	FAFSA/ISIR - Other Dependents (1,2,blank)
102–106	Pell Grants - char(5)
107–111	Subsidized Stafford Loans (FFEL or Direct) - char(5)
112–116	Unsubsidized Stafford Loans (FFEL or Direct) - char(5)
117–121	PLUS Parent Loans (FFEL or Direct) - char(5)
122–126	Perkins Loans - char(5)
127–131	Federal SEOG Grants - char(5)
132–136	Federal Work Study - char(5)
137–141	Robert Byrd Honors Scholarships - char(5)
142–146	Federal Health Professions Loans (Nursing, HPSL, Primary Care, Disadvantaged) - char(5)
147–151	Federal Health Professional Disadvantaged Students Scholarships - char(5)
152–156	The National Science and Mathematics Access to Retain Talent Grant (National SMART Grant) - char(5)
157–161	Federal Academic Competitiveness Grant (ACG) - char(5)
162–166	College Access Program (CAP) Grants - char(5)
167–171	Kentucky Educational Excellence Scholarships (KEES) - char(5)
172–176	Kentucky Tuition Grants - char(5)
177–181	Kentucky Teacher Awards - char(5)
182–186	Early Childhood Development Scholarships - char(5)
187–191	Kentucky National Guard Tuition Award Program - char(5)
192–196	Kentucky Minority Educator Recruitment and Retention Scholarships - char(5)
197–201	KHEAA Work Study - char(5)
202–206	Other State Grants - char(5)
207–211	Institutional Need-Based Grants and Scholarships - char(5)
212–216	Institutional Need/Non-Need-Based Grants and Scholarships - char(5)
217–221	Institutional Non-Need-Based Grants and Scholarships -char(5)
222–226	Institutional Need-Based Loans - char(5)
227–231	Institutional Need/Non-Need-Based Loans - char(5)
232–236	Institutional Non-Need-Based Loans - char(5)
237–241	Institutional Need-Based Work Study - char(5)
242–246	Institutional Need/Non-Need-Based Work Study - char(5)
247–251	Institutional Non-Need-Based Work Study - char(5)
252–256	Scholarships/Grants from Third Parties - char(5)
257–261	Employer Paid Tuition - char(5)
262–266	Tuition Waivers and Discounts - char(5)
267–271	ROTC/Armed Forces Grants - char(5)
272–276	JTPA, Job Training, Vocational Rehabilitation - char(5)
277–281	Bureau of Indian Affairs Grants - char(5)
282–286	Scholarships/Grants from State Agencies Outside Kentucky - char(5)
287–291	Other Loans (Private, Commercial, etc.) - char(5)
292–296	Kentucky's Affordable Prepaid Tuition (KAPT) - char(5)
297–301	Veterans' Benefits - char(5)

Licensure
and
Certification Exams

LICENSURE AND CERTIFICATION EXAMS REPORT

~~**Background**~~

~~Beginning in 2001, the Council staff collected pass rates for selected licensure and certification exams from the institutions through ad hoc information requests. These requests included pass rates for licensure or certification exams for attorneys, dentists, pharmacists, physicians, radiologic technologists, and respiratory therapists. The staff collected results directly from licensing boards for engineers, nurses, and physical therapists.~~

~~Partial results from the ad hoc data collections are displayed on the Key Indicators Website. This data will ultimately become part of the Council's consumer guide, a public information resource related to the Key Indicators project. In addition, licensure and certification pass rates may be used to support efforts to gauge student learning in Kentucky and nationally.~~

~~This information is increasing in its use and visibility within the Council. Incorporating this information into the Comprehensive Data Base will provide an accessible record for the collection with a regular process for reviewing and updating the file.~~

General Instructions

Each <u>fall</u> ~~summer~~, institutions will report, as appropriate, pass rates for licensure/certification exams for the indicated professions:
- Attorney
- Dentist
- Pharmacist
- Physician
- Radiologic Technologist
- Respiratory Therapist

Reports will include the test dates, number of first-time takers, and the number of first-time takers passing for the previous twelve-month period. Multiple administrations of an exam within the reporting year should be reported as separate records. Reports should be submitted via Excel spreadsheet. Council staff will continue to collect results directly from licensing boards for engineers, nurses, and physical therapists.

Profession/Exam	Test Date	Number of First-Time Takers	Number Passing	Pass Rate
Attorney				
Kentucky Bar Exam				
Ohio Bar Exam (NKU)				
Indiana Bar Exam (UL)				
Dentist				
National Dental Board Exam, Part 2				
Pharmacist				
North American Pharmacists Licensure Exam				
Physician				
US Medical Licensure Exam, Part 2				
Radiologic Technologist				
American Registry of Radiologic Technologists				
Respiratory Therapist				
National Board for Respiratory Care Exam				

RETURN TO:
Martha Evilsizor, Council on Postsecondary Education
Email: Martha.Evilsizor@ky.gov

Estimated Degrees
And Other
Formal Awards Conferred

PRELIMINARY DEGREES AND FORMAL AWARDS CONFERRED
2011-12

General Instructions

Report the number of degrees and formal awards that were conferred in 2010-11. This number should be an estimate of those that will be reported on the official degrees conferred file that will be submitted in August.

Institution_____

Preliminary Degrees/Formal Awards Conferred

Summer 2011

Diploma	Certificate	Associate	Bachelor's	Master's/Spec.	Doctor – Research/ Scholarship	Doctor – Professional Practice	Total

Fall 2011

Diploma	Certificate	Associate	Bachelor's	Master's/Spec.	Doctor – Research/ Scholarship	Doctor – Professional Practice	Total

Spring 2012

Diploma	Certificate	Associate	Bachelor's	Master's/Spec.	Doctor – Research/ Scholarship	Doctor – Professional Practice	Total

Name of Respondent_____

Telephone
Number_____

Please email this completed form to Martha.Evilsizor@ky.gov or
fax to Martha Evilsizor at (502) 573-1535

Degrees
And Other
Formal Awards Conferred

July 1, 2011 – June 30, 2012

```
┌─────────────────────────────────────────────┐
│                 DUE DATE:                     │
│                 August 1                      │
└─────────────────────────────────────────────┘
```

DEGREES AND FORMAL AWARDS CONFERRED
JULY 1 - JUNE 30

<u>General Instructions</u>
The degrees and formal awards file should reflect the academic period between July 1, 2011, and June 30, 2012. One record for each degree or award conferred should be included in this submission. If a student is conferred two separate degrees (not a double major) in the same reporting period at the same level (for instance, a BA in chemistry and a BS in computer science) or at two different levels (for instance, an associate degree and a baccalaureate degree), this student would have two separate records in the file. The date for each degree or award conferred should be reported by term – fall, spring, or summer. Do not report any degrees or awards conferred in previous academic years or not yet completed based on institutional academic policy. Reporting of multi-institution (joint, collaborative, or cooperative) degrees should reflect the degree-granting status of the participating institutions. See Table 17.

<u>Degrees and Formal Awards Conferred Record:</u>

1. **Birth Year** - Report the student's full date of birth (MMDDYYYY).

2. **Date Conferred** - Report the date of receipt of degree, certificate, or diploma for graduates whose date of completion of degree, certificate, or diploma requirements and date of receipt of degree, certificate, or diploma differ. If a degree is awarded and backdated to a previous reporting period, report the degree in the next reporting period. Report the year and semester conferred. For example, 20112 would be fall 2011.

3. **Majors** - Majors must be consistent with each institution's program inventory. Use only those codes listed for your institution in Table 17.

4. **Earned Credit Hours -** For each first-time associate and baccalaureate degree recipient, report in columns 120-122 the total number of credit hours earned at the time of degree or program completion. This total should include the number of hours accepted in transfer. Do not report credit hours for persons earning a second degree at the same level. For these persons, report **tbd** (transfer baccalaureate degree) or **tad** (transfer associate degree). For each certificate or diploma recipient, report in columns 120-122 the total number of semester credit hours earned for that credential. For subsequent certificate or diploma completions within the same program area, report only the additional hours earned for the additional certificate or diploma.

5. **Honorary Degree** - Do not include honorary degrees in this report.

6. **Majors of Students Prepared to Teach** - Students receiving baccalaureate degrees that have prepared them to teach an academic subject such as English, biology, or French should be reported respectively in English (23.0101), biology (26.0101), and French (16.0901) and not in education.

7. **Multi-Institution Program** – If the student received a degree offered jointly by more than one institution, report 'X' in column 119.

8. **Multiple Majors** - When a student graduates with a major in two or more discipline specialties, report each discipline specialty in which the student completed a major. The first reported major columns 103-110) should agree with the major reported to NCES in the IPEDS Completions Survey.

9. **State/County of Origin** - Use the FIPS codes found in Tables 4A and 5A for reporting state and county of origin. If the student's state of origin is Kentucky, report the county of origin using the FIPS codes from Table 5-A. If the student's state of origin is something other than Kentucky, report the county of origin using the FIPS codes found at http://www.itl.nist.gov/fipspubs/co-codes/states.htm.

10. **Reciprocity State/County -** For reciprocity students, report their state and county of origin in columns 76-80 as well as the reciprocity state and county in columns 81-85, even though they may be the same. Do not leave the state and county of origin fields blank.

11. **ID Type –** Report '1' if the student ID is a valid Social Security Number or '2' if it is some other ID number (institutional ID, SEVIS, other).

12. **Degree Conferred –** Report in columns 88-102 the specific degree being conferred; for example, BA, BS, AA, AAS.

13. **Race –** In column 74, report the race code from Table 2 using the descriptions in Table 2.

    In columns 133-140, report Y or N using the following descriptions:

    - **Hispanic or Latino** - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
    - **American Indian or Alaska Native** - A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.
    - **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.
    - **Black or African American** - A person having origins in any of the black racial groups of Africa.
    - **Native Hawaiian or Other Pacific Islander** - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
    - **White** - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
    - **Nonresident alien** - A person who 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. NOTE - Nonresident aliens are to be reported separately, in the field provided, rather than included in any of the six racial/ethnic categories. Resident aliens and other eligible (for financial aid purposes) non-citizens who are not citizens or nationals of the United States and who have been admitted as legal immigrants for the purpose of obtaining permanent resident alien status (and who hold either an alien registration card (Form I-551 or I-151), a Temporary Resident Card (Form I-688), or an Arrival-Departure Record (Form I-94) with a notation that conveys legal immigrant status such as Section 207 Refugee, Section 208 Asylee, Conditional Entrant Parolee or Cuban-Haitian) are to be reported in the appropriate racial/ethnic categories along with United States citizens.
    - **Race and ethnicity unknown** - This category is used only if the person did not select EITHER a racial or ethnic designation.

Definitions

1. **Certificate Program Less Than One Year** - An institutionally approved, formally organized undergraduate program which is less than 24 hours in length or a graduate program that is less than 18 hours in length is not subject to approval by CPE.

2. **Date of Conferral** - The date of graduate's receipt of degree, certificate, or diploma:
    1. *Summer* – Degrees, certificates, or diplomas awarded at close of summer semester;
    2. *Fall* – Degrees, certificates, or diplomas awarded at close of fall semester; or
    3. *Spring* – Degrees, certificates, or diplomas awarded at close of spring semester.

3. **Diploma** - A program of study designed to prepare students for technical employment within a one- to two-year period (36-68 credit hours). The total number of credit hours for the diploma must not exceed those required for a degree in the same program of study. A prescribed program of technical and general education courses is designed to prepare students for a specific job title.

4. **Doctor's Degree – Research/Scholarship** – A Ph.D. or other doctor's degree that requires advanced work beyond the master's level including the preparation and defense of a dissertation based on original research, or the planning and execution of an original project demonstrating substantial artistic or scholarly achievement. Some examples of this type of degree may include Ed.D., D.M.A., D.B.A., D.Sc., D.A., or D.M., and others, as designated by the awarding institution.

5. **Doctor's Degree – Professional Practice** – A doctor's degree that is conferred upon completion of a program providing the knowledge and skills for the recognition, credential, or license required for professional practice. The degree is awarded after a period of study such that the total time to the degree, including both pre-professional and professional preparation, equals at least six full-time equivalent academic years. Some of these degrees were formerly classified as "first-professional" and may include: Chiropractic (D.C. or D.C.M.); Dentistry (D.D.S. or D.M.D.); Law (L.L.B. or J.D.); Medicine (M.D.); Optometry (O.D.); Osteopathic Medicine (D.O.); Pharmacy (Pharm. D.); Podiatry (D.P.M., Pod.D., D.P.); or Veterinary Medicine (D.V.M.), and others as designated by the awarding institution.

6. **Graduate Certificate** – A certificate that requires at least a baccalaureate degree. Includes those formerly reported as post-baccalaureate and post-master's certificates and any other graduate level certificates. Report with degree level 16.

7. **Kentucky County, State, Territory, or Foreign Country of Origin** - County, state, territory, or country of legal residence at time of first admission to the institution.

8. **Residency Status** - Current status used for tuition and fee payment purposes.

9. **Project Graduate Student** – A Project Graduate student is one who:
    - Does not already hold a bachelor's degree.
    - Has accumulated 80 or more undergraduate credit hours at any institution(s).
    - Is entering or returning as a bachelor's-degree-seeking student after not being enrolled at the institution where they are seeking admission or readmission for at least two years.
    - **And** was contacted by and/or received services or benefits from Project Graduate, including recruitment, advising , tuition or fee waivers, scholarships, or other institutional services or benefits, as long as said benefits or services are unique to Project Graduate participants.

LIST OF TABLES
FOR
DEGREES AND OTHER FORMAL AWARDS CONFERRED

Table Number	Title	Page

FORMAT OF DEGREES AND FORMAL AWARDS CONFERRED RECORD - Revised 2009/10
(One Record Per Degree or Award Conferred)

Pos	Description
1	Form - 5 - char(1)
2	Date Conferred: Year Plus Term, e.g.
3	20112 = Fall 2011
4	1=Summer, 2=Fall, 3=Spring
5	
6	
7	Institution Number (FICE Code) - char(8)
8	see Table 1
9	
10	
11	
12	
13	
14	
15	Social Security Number - must be
16	nonblank - char(9)
17	
18	
19	
20	
21	
22	
23	
24	ID Type - 1=Valid SSN Number, 2=Institutional Number - char(1)
25	Last Name - expanded from 15 to 25
26	positions - left justify - char(25)
27	
28	
29	
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31	
32	
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Pos	Description
50	First Name - expanded from 10 to 15
51	positions - left justify - char(15)
52	
53	
54	
55	
56	
57	
58	
59	
60	
61	
62	
63	
64	
65	Birth Date - mmddyyyy - zero fill - char(8)
66	
67	
68	
69	
70	
71	
72	
73	Gender - (M/F) - char(1)
74	Race - See Table 2 - char(1)
75	Residency (A,B,C,D,E,F) Tbl 3 - char (1)
76	State/Country of Origin - FIPS - Tables
77	4A, 4B - rt justify, zero fill - char(2)
78	County of Origin - FIPS - see Table 5A -
79	right justify, zero fill - char(3)
80	
81	Reciprocity State - FIPS - right justify, zero fill - see Table 5A - char(2)
82	
83	Reciprocity County - FIPS - right justify, zero fill - see Table 5B - char(3)
84	
85	
86	Level of Degree - char(2) see Table 12
87	
88	Degree Conferred - e.g. BA, BS, AA,
89	AAS - left justified char(15)
90	
91	
92	
93	
94	
95	
96	
97	
98	
99	
100	
101	
102	

Pos	Description
103	First Major Program - see Table 17 - left
104	justify, blank fill, do not include decimal
105	points - char(8)
106	
107	
108	
109	
110	
111	Second Major Program - see Table 17 -
112	left justify blank fill, do not include
113	decimal points - char(8)
114	
115	
116	
117	
118	
119	Multi-Institutional Progam - blank or X char(1)
120	Earned Credit Hours at Time of Degree -
121	right justify, zero fill, no decimal -
122	numeric(3)
123	Institutional Student ID # (optional) -
124	char(10)
125	
126	
127	
128	
129	
130	
131	
132	
133	Hispanic or Latino (Y or N) - char(1)
134	American Indian or Alaskan Native (Y or N) - char(1)
135	Asian (Y or N) - char(1)
136	Black or African American (Y or N) - char(1)
137	Native Hawaiian or Other Pacific Islander (Y or N) - char(1)
138	White (Y or N) - char(1)
139	Non-Resident Alien (Y or N) - char(1)
140	Race and Ethnicity Unknown (Y or N) - char(1)
141	Project Graduate (Y/N) - char(1)

Summer Degrees

DUE DATE: ~~December 1~~ <u>October 15</u>

<u>LATE</u> SUMMER DEGREES

General Instructions

Council staff would like to include all Associate and Bachelor's degrees conferred during the summer in CPE's graduation rate calculations for the preceding academic year. The late summer degrees file includes Associate and Bachelor's degrees conferred between July 1, 2011 and the beginning of the 2011 fall semester, information which would otherwise not be submitted until the annual degrees file is due on August 1, 2012. Degrees submitted on the late summer degrees file will be added to the degrees reported in the 2010-11 annual degrees file for purposes of graduation rate reporting only. These numbers will not be included in any annual degree counts. To be included in annual degree counts, all records submitted on the late summer degrees files should also be submitted on the annual degrees file for 2011-12 on August 1, 2012. Institutions may choose to only submit late summer degree records for students in previous years' GRS cohorts.

~~Council staff include summer semester graduations in the IPEDS graduation rate Survey rate Because summer 2011 degrees data are not officially submitted until August 1, 2012, institutions can submit a separate summer 2011 degrees file by December 1, 2011, that will be used in determining the 2010-2011 graduation rates in May 2012.~~

Late Summer Degrees

Report summer data using the **instructions and** ~~same~~ format specified for the annual degrees and formal awards found in the *2010-11* Reporting Guidelines. ~~on page 74.~~ **Do not incorporate changes made to the annual degrees file during the current year (2011-12) for this collection.**

Definitions

1. **Late Summer Degrees** – **Associate and Bachelor's degrees** ~~certificates, or diplomas~~ awarded ~~at the close of the summer semester~~ <u>between July 1, 2011, and the beginning of the 2011 fall semester as defined by the institution's academic calendar</u>.

Tuition Waiver for
Foster and
Adopted Children

TUITION WAIVER FOR FOSTER AND ADOPTED CHILDREN

General Instructions

Institutions must identify enrolled students who received tuition waivers because they were adopted or foster children. The information from this survey will be used to determine the number of recipients enrolled and the number who received a degree. This information will be reported annually on November 30 to the Legislative Research Commission as mandated in KRS 164.2847.

Submit a file containing the institution code and the student social security number for each waiver recipient enrolled during any one of the three semesters of the previous fiscal year, beginning with the summer semester. Tuition waiver recipients who received a degree or formal award should be identified.

Report Due	Includes Recipients Enrolled
August 15, 2011	Summer 2010, Fall 2010, Spring 2011
August 15, 2012	Summer 2011, Fall 2011, Spring 2012

Record Layout

Column	Length	Type	Table	Field Description
1-8	8	Numeric	1	Institution Number
9-17	9	Numeric		Social Security Number
18	1	Alpha		Degree or Formal Award Recipient; Y=Yes, N=No
19-28	10	Numeric		Institutional ID – Student's Internal ID - OPTIONAL

The Michael Minger Act
Report

The Minger Reporting System

About the Law

The Michael Minger Act is a Kentucky state law that requires public colleges and universities as well as private institutions licensed by the Kentucky Council on Postsecondary Education (CPE) to report campus crimes to their employees, students, and the public on a timely basis.

About the Reporting System

The Minger Reporting System is a Web-based data input system provided by the Kentucky Council on Postsecondary Education. As part of the Michael Minger Act, the Council is responsible for providing crime statistics and policy information for all postsecondary education institutions in Kentucky. The Minger Reporting System can be found at www.Minger.ky.gov. The site is open for reporting beginning January 1 of each year and **the report must be completed by August 31 of each year**.

PROGRAMS
AND
COURSES

Degree Program Inventory

DEGREE PROGRAM INVENTORY

Institutional degree program inventories are maintained by Council on Postsecondary Education staff and are updated as changes and additions are approved by an institution's governing board or by the Council on Postsecondary Education. Institutions are responsible for notifying ~~Melissa Bell, Senior Associate, Academic Affairs, (502) 573-1555 x357, Melissa.Bell@ky.gov, Council staff~~ of all adjustments to their program inventories that are approved at the institutional level.

Approved degree program inventories are listed online at
http://dataportal.cpe.ky.gov/AcadProg.shtm. ~~in the Tables Section (Table 17).~~

DEFINITIONS

1. **Multi-Institution Programs -** A multi-institution program involves resource sharing among multiple institutions or organizations. Multi-institution programs are defined as cooperative, collaborative, joint, or other multi-institution arrangements. All participating institutions and organizations share responsibility for some aspects of the program's delivery and quality. The appropriate faculty and staff of each participating institution will agree on the home institution for enrollment, degree conferral, financial aid, program delivery, the allocation of equipment and facilities, provision of student services, assessment criteria, and the general management of the program. A copy of the program agreement will be submitted to the Council on Postsecondary Education by each institution's chief academic officer prior to recognition of the arrangement on the Council's *Registry of Degree Programs.*

2. **Cooperative Programs -** A cooperative program is a stand-alone program under the sponsorship of a single institution but which may contain elements of resource sharing agreed upon by one or more other institution(s) or organization(s) when offered on the campus of the non-degree granting institution. In a cooperative program of instruction, the sponsoring institution awards the degree or credential. The credential awarded may indicate the cooperative nature of the program. The program at the participating institution(s) is registered on the Council's *Registry of Degree Programs* in an "enrollment-only" reporting category.

3. **Collaborative Programs -** A collaborative program is under the sponsorship of more than one institution and contains elements of resource sharing agreed upon by multiple institutions or organizations. None of the participating institutions delivers the entire program alone. All participating institutions need not have the authority to award the degree or credential. Participating institutions and organizations share responsibility for the program's delivery and quality. The credential awarded may indicate the collaborative nature of the program. The program at each participating institution is registered on the Council's *Registry of Degree Programs* as a collaborative enrollment-only or collaborative degree-granting program.

4. **Joint Programs -** A joint program is a program that is mutually sponsored by two or more institutions leading to a single credential or degree, which is conferred by both or all participating institutions. None of the participating institutions delivers the entire program alone. All participating institutions and organizations share responsibility for all aspects of the program's delivery and quality. The credential indicates the joint nature of the program. The program is registered on the Council's *Registry of Degree Programs* in an enrollment and degree-granting category for each institution participating in the joint program.

5. **Other Multi-Institutional Arrangements -** Multiple-institution program offerings - such as two-plus-two arrangements - not covered by the cooperative, collaborative, and joint program definitions will be identified as appropriate on the Council's *Registry of Degree Programs* based on institutional agreements.

Course
Inventory

```
┌─────────────────────────────────────────────────────────┐
│                    DUE DATES:                             │
│   FALL:  November 1      SPRING:  March 30                │
│             SUMMER: August 15                             │
└─────────────────────────────────────────────────────────┘
```

COURSE INVENTORY
FALL/SPRING/SUMMER

General Instructions

The Council maintains an inventory of active courses which includes the course prefix, number, title, Classification of Instructional Program (CIP) code, remedial education indicator (when applicable), number of credit hours (minimum and maximum), and general education designation codes (when applicable) for each course. The primary purposes of the course inventory are to support the General Education Transfer Policy and the Transfer Frameworks.

The course inventory will be maintained through the submission of the Type C record at the same time as the Type 3 record for all courses offered in an academic term.

In addition to the Type C record, submit a copy of the course description for each new course and for each course for which a substantive content change was made. The relevant course descriptions may be submitted as a hard copy, an electronic copy, or if the new or revised description is available on the Internet, submit the course description's Internet address.

A Type C record for each course will be comprised of the following fields from the Type 3 record: Institution ID (FICE Code), Course Prefix, and Course Number.

In addition, submit the Course Title; a 2-digit CIP code; a Remedial Course Category, if appropriate; General Education Codes 1 and 2, if appropriate; and for courses that were previously offered with a different prefix or number identification, the Previous Course Prefix, and Previous Course Number.

The "previous course" will be deactivated (given a suspended indicator) when reported as replaced by the new identification. Courses not offered for a period of three (3) calendar years will be deactivated (given a course suspended indicator) on the course inventory. The Council will initiate the three-year review process of institutional course inventories as necessary.

Type C Record:

1. Create one record for each course offered during an academic term.

2. **Institutional Number** – Enter the institutional FICE code.

3. **Course Prefix** – From the Type 3 record, copy the course prefix currently used for each course offered. Changed field length from four to five.

4. **Course Number** – From the Type 3 record, copy the course number currently used for each course offered. Changed field length from four to five.

5. **Course Title** – Enter the course title currently used for each course offered. Use all capital letters.

6. **CIP Code** – Enter the 2-digit CIP code as it should appear on the course inventory file.

7. **CIP 32 Course Categories** – To be used only for courses coded CIP 32; leave blank if not a CIP 32 course. For each course coded CIP 32, assign a code from Table 26, using the following category descriptions:

    a. *Remedial English*: Course to prepare students for college-level study in English. Usually does not apply toward graduation requirements.

    b. *Remedial Math*: Course to prepare students for college-level study in mathematics. Usually does not apply toward graduation requirements.

    c. *Remedial Science*: Course to prepare students for college-level study in science. Usually does not apply toward graduation requirements.

    d. *Remedial Reading*: Course to prepare students for college-level study. Usually does not apply toward graduation requirements.

    e. *Non-remedial Reading/Learning/Study Skills*: Course to improve college-level reading, learning, or study skills. May apply toward graduation requirements.

    f. *English for Foreign Students*: Fundamentals of written and/or spoken English for foreign students.

    g. *Orientation*: General orientation to the institution, college, school, or department.

    h. *Professional/Career*: General course on career counseling or career choice.

    i. *Nonremedial, Other*: Nonremedial basic skills courses not covered by categories 5, 6, 7, or 8.

    j. *Remedial Learning Skills/Other*: Remedial courses not included in categories 1, 2, 3, or 4.

8. **General Education Courses** – For each lower and upper division course that can be used to meet the institution's general education requirements as defined for the General Education Transfer Policy, enter in columns 54-55 the appropriate code from Table 35 (Gen. Ed. 1). For a course meeting the general education requirement in two disciplines, report the additional code in columns 56-57 (Gen. Ed. 2). Leave blank if not a general education course.

9. **Student Teaching Course –** Course must be coded in CIP 13 and be used to fulfill the student teaching requirement for initial certification at either the undergraduate or graduate level. For courses coded CIP 13, enter "Y" in column 53 if course is student teaching, otherwise enter "N." If course is not coded CIP 13, leave blank.

10. **Previous Course Prefix** – If the course was previously offered with a different course prefix, enter the previous course prefix. Leave blank if no change was made.

11. **Previous Course Number** – If the course was previously offered with a different course number, enter the previous course number. Leave blank if no change was made.

LIST OF TABLES
FOR
COURSE INVENTORY

FORMAT OF TYPE C COURSE INVENTORY RECORD

Col	Description
1	Form - C - char (1)
2-9	Institution Number(FICE Code) - see Table 1 - from Type 3 record - char (8)
10-14	Course Prefix - left justify, fill with blanks to the right - from the Type 3 record - expanded from 4 to 5 positions - char (5)
15-19	Course Number - left justify, fill with blanks to the right - from the Type 3 record - expanded from 4 to 5 positions - char (5)
20-49	Course Title (All caps) - char(30)
50-51	2-digit CIP Code - Table 16A - char(2)
52	CIP 32 Course Categories only; if CIP in cols. 50-51 is not 32, then leave blank. Table 26. char(1)
53	Student Teaching Course Yes/No (Y/N) - CIP 13 only; if CIP in cols. 50-51 is not 13, then leave blank. char(1)
54-55	General Education Course - Code 1 - see Table 35 - char(2)
56-57	General Education Course - Code 2 - see Table 35 - char(2)

COMPLETE THE FOLLOWING ONLY IF THE COURSE HAD A DIFFERENT PREVIOUS IDENTIFICATION.

Col	Description
58-62	Previous Course Prefix - left justify; fill with blanks to the right - char(5)
63-67	Previous Course Number - left justify; fill with blanks to the right - char(5)
68-80	Blank - char(13)
81-95	Institutional Course Reference Number - char(15) OPTIONAL

FACILITIES

Building
And
Room Updates

BUILDING AND ROOM RECORD
FALL

General Instructions

The building and room record files should reflect the status of the inventory as of the current fall semester. The complete building and room files are to be submitted once a year and should include any additions, deletions, or other changes since the previous submission.

An institution's building and room files of the Comprehensive Data Base should contain complete information for all buildings that house university activities, including leased facilities and space made available at little or no charge. Institutions should use the definitions included in Table 18 to identify the appropriate reporting categories. Report all space used for any purpose, including leased space and space made available at no cost.

Building Record:

All numeric fields must be right justified and zero filled. (Do not include any characters other than 0-9 for these fields.) All other fields must be left justified.

Room Record:

All numeric fields must be right justified and zero filled. (Do not include any characters other than 0-9 for these fields.) All other fields must be left justified.

BUILDING AND ROOM RECORD

Definitions

1. **Acquisition Year** - The four-digit year that the building came into the possession of the institution, regardless of where the title is vested or when the building was constructed.

2. **Actual Number of Student Stations** - A count of the number of desks or chairs for students in a room used for instruction. (Report only for Room Use Codes 110, 210, and 220; all others zero fill.)

3. ~~**Maintenance and Renovation Code** - The physical status and quality of the building at the time of the inventory. CPE staff will impute this.~~

3. **Building Name** - The name identification by which the building is generally known.

4. **Building Number** - The unique four-digit code that has been assigned to the building.

5. **Campus Number** - This number is 00 when an institution has only one campus. The campus number is used with the institution number to form the institution identification. Refer to Table 8 for campus number.

6. **Construction Year** - The four-digit calendar year that the original building was completed regardless of any later date of acquisition.

7. **Date of Inventory** - Month and four-digit year that the inventory is taken.

8. **Date Record Updated** - Month and four-digit year record updated.

9. **Gross Square Feet** - The sum of the floor areas ... floor surfaces. Basis for measurement: Gross area should be computed by measuring from the outside face of exterior walls, disregarding cornices, pilasters, buttresses, etc., which extend beyond the wall face. Refer to NCHEMS Technical Report 36, Appendix 6.5, item 1 NCES Facilities Inventory and Classification Manual, NCES 92-165, for a complete description.

10. **Institution Number** - The six-digit code number assigned to the institution by the Federal Interagency Committee on Education (FICE). Refer to Table 9 for FICE Codes.

11. **Land Holdings** - The number of acres of property either owned or leased by a university or an affiliated corporation. Refer to Table 21 for land holdings ownership codes.

12. **Net Assignable Square Feet** - The sum of all areas on all floors of a building assigned to or available for assignment to an occupant, including every type of space functionally usable by an occupant. Custodial, circulation, mechanical, and structural areas are excluded. Refer to NCES Facilities Inventory and Classification Manual, NCES 92-165, for a complete description.

13. **Original Cost** - The number of dollars of "actual capital investment" expended by the institution to acquire the building. Original cost does not include subsequent renovation and reconstruction costs.

14. **Building Ownership** - This code indicates the agency with which the title to the building rests. Refer to Table 18 for complete descriptions of ownership codes.

15. **Reconstruction Cost** - The total dollar amount that has been spent by the institution to reconstruct the building during the reconstruction year. This cost applies when the building has sustained serious damage through some occurrence, such as fire, flood, or earthquake, and has been rebuilt and restored to its predamage usefulness.

16. **Reconstruction Year** - The year that reconstruction work was last done on the building.

17. **Renovation Cost -** The total dollar amount that has been spent by the institution to totally refurbish the building during the renovation year. This amount does not include normal maintenance or minor improvements to the building.

18. **Renovation Year** - The year that the total refurbishing was last made to the building.

19. **Room Number and Suffix** - The number that has been assigned to the room within the building being surveyed. (Five-digit number with one-digit suffix.)

20. **Room Square Footage** - The sum of the floor area included within the inside faces of the interior walls which form the boundaries of each room. Deductions should not be made for necessary building columns and minor projections.

21. **Student Station Type** - Report "F" if fixed station, "M" if movable station. (Report only room use codes 110, 210, and 220.)

22. **Use of Room (Room Use)** - The room use codes are listed in Table 20. Refer to NCES 92-165, "Room Data Definitions and Codes/Standard Room Use Categories," for a complete description.

24. ~~**O&M Funding Component**~~ - ~~The code designating rooms in non-educational and general buildings (e.g., hospitals and dormitories) used for educational and general programs which are to be included in the Operations and Maintenance of Physical Plant component of the Operating Budget Guidelines. (Report "F" if to be included in E&G space, "N" if not to be included.)~~

23. **Estimated Building Replacement Cost** - The estimated dollar expenditure to replace the building at the time of the inventory. Basis for determination: Cost to replace the building's assignable floor area at current costs in accordance with current building codes, standard construction methods, and currently accepted practices. The replacement cost of fixed equipment in the building should be included.

24. **Building Condition Code (NCHEMS)** - The physical status and quality of the building at the time of the inventory, based on the best judgment of those responsible for campus development. Refer to Table 30 for complete descriptions of the NCHEMS Condition Codes.

25. **Space Assignment Categories** – See Table 38 for definitions of the space assignment categories. This reporting of space is intended to present a functional classification pattern of space use based on program areas.

FORMAT OF BUILDING RECORD

Pos	Field
1	Institution Number(FICE Code) - see Table 8 - char(6)
2	
3	
4	
5	
6	
7	Campus Number - see Table 8 - char(2)
8	
9	Building Number - right justify, zero fill - char(4)
10	
11	
12	
13	Building Name - left justify, blank fill - char(20)
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	
29	
30	
31	
32	
33	Building Ownership Code - see Table 18 - char(1)
34	Construction Year - char(4)
35	
36	
37	
38	Acquisition Year - char(4)
39	
40	
41	
42	Original Cost - right justify, zero fill - numeric(9)
43	
44	
45	
46	
47	
48	
49	
50	
51	Estimated building replacement cost - right justify,
52	zero fill - numeric(9)
53	
54	
55	
56	
57	
58	
59	

Pos	Field
60	Net Assignable Square Feet - right justify, zero fill -
61	numeric(7)
62	
63	
64	
65	
66	
67	Gross Square Feet - right justify, zero fill -
68	numeric(7)
69	
70	
71	
72	
73	
74	Blank
75	Major Renovation Year - char(4)
76	
77	
78	
79	Major Renovation Cost - right justify, zero fill -
80	numeric(8)
81	
82	
83	
84	
85	
86	
87	~~Maintenance/Renovation Code~~ Blank - char(1)
88	Reconstruction Year - char(4)
89	
90	
91	
92	Reconstruction Cost - right justify, zero fill -
93	numeric(8)
94	
95	
96	
97	
98	
99	
100	Date of Inventory - mmyyyy
101	
102	
103	
104	
105	
106	Date Record Updated - mmyyyy
107	
108	
109	
110	
111	
112	Building Condition (NCHEMS) - see Table 30 - char(1)

FORMAT OF ROOM RECORD

1	Institution Number(FICE Code) - see Table 8 - char(6)
2	
3	
4	
5	
6	
7	Campus Number - see Table 8 - char(2)
8	
9	Building Number - right justify, zero fill - char(4)
10	
11	
12	
13	Room Number and suffix - right justify, zero fill room
14	number; if no suffix, blank fill - char(6)
15	
16	
17	
18	
19	Space Assignment Category - see Table 38 - char(2)
20	
21	Room Square Footage - right justify, zero fill -
22	numeric(5)
23	
24	
25	
26	Room Use - see Table 20 - char(3)
27	
28	
29	Student Station Type (F/M) - char(1)
30	Actual Number of Stations for rooms with fixed stations
31	only - right justify, zero fill - numeric(5)
32	
33	
34	
35	Date of Inventory - mmyyyy
36	
37	
38	
39	
40	
41	Date Record Updated - mmyyyy
42	
43	
44	
45	
46	
47	~~O&M Funding Source (F/N)~~ <u>Blank</u> - char(1)

Land Holding Updates

LAND HOLDINGS RECORD
FALL

General Instructions

The land holdings record should reflect the status of the inventory as of the current fall semester. The complete land holdings record file is to be submitted once a year and should include any additions, deletions, or other changes since the previous submission.

In circumstances where land is owned by an affiliated corporation and leased to the university, the acres are to be reported as owned only.

LIST OF TABLES
FOR
BUILDING/ROOM AND LAND HOLDINGS

FORMAT OF LAND HOLDING RECORD

1	Institution Number(FICE Code) - see Table 8 - char(6)
2	
3	
4	
5	
6	
7	Campus Number - see Table 8 - char(2)
8	
9	Name of Property - char(20)
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
25	
26	
27	
28	
29	Number of Acres - two decimal places, right justify, zero
30	fill - numeric(7)
31	
32	
33	
34	
35	
36	City Property Located In - char(20)
37	
38	
39	
40	
41	
42	
43	
44	
45	
46	
47	
48	
49	
50	
51	
52	
53	
54	
55	

56	County Property Located In - see Table 5A -
57	char(3)
58	
59	Land Hldg Ownership Code - Tbl 21 - char(1)
60	Date of Inventory - char(6) (mmyyyy)
61	
62	
63	
64	
65	
66	Date Record Updated - char(6) (mmyyyy)
67	
68	
69	
70	
71	

Facilities
Utilization

FACILITIES UTILIZATION
FALL

General Instructions

Report facilities utilization for fall semester only.

Utilization data should be coded only for each class appearing on the fall enrollment file that takes place in a 110 or 210 room use code. Columns 50-78 would be blank for any class with no scheduled room ("by arrangement" or "to be arranged"), as well as classes that meet in rooms not classified as use codes 110 or 210.

Utilization is also to be reported for zero credit hour laboratories meeting the above criteria but which are excluded from the enrollment file because they carry the same course identification as an associated lecture.

1. **Course Location (Campus, Building Number, and Room Number)** - Codes used in these fields must reconcile with the physical facilities inventory maintained by the Council. It may be necessary to update this inventory before completing this report. The course location fields should be coded only for those classes which meet in instructional classrooms or instructional laboratories (room use codes 110 or 210).

2. **Course Schedule (Days Met)** - For each class that meets on the same day(s) every week, code the appropriate column to indicate day(s) met. If a class meets each week on Monday, Wednesday, and Friday, columns 62 through 68 would be coded "bMbWbFb." (b = blank)

    For each class that requires a "two-week cycle," e.g., MWF at 9:00 a.m. one week, and MW at 9:00 a.m. the next week, code the appropriate columns to indicate days met. In coding these types of records, a "1" shows that a class meets on that day only during the first week; a "2" signifies the second week only; and a "3" is used to show classes which meet on the same day both weeks. For example, the class mentioned above is to be coded "b3b3b1b" in columns 62-68. The course schedule field should be coded only for those classes which meet in instructional classrooms or instructional laboratories (room use codes 110 or 210).

    Two or more utilization records will be necessary for classes which meet in different rooms that are coded 110 or 210 and/or at different times. No additional utilization records are needed for classes that are not held in rooms with 110 or 210 codes. If more than one utilization record is required for a class, the first record should include all required information in columns 1-76 and "01" in columns 77-78. Each additional utilization record should have only columns 1 through 24, 37 through 40, and 50 through 78 coded with the appropriate sequence number in columns 77-78. For example, columns 77-78 will be coded "02" for the second utilization record; "03" for the third, etc. Columns 25 through 36 and 79 through 100 should be blank on the continuation records.

    If classes are reported as extending beyond one semester: (a) for the first semester, report all requested information, indicating full-semester duration; (b) for the second semester, again report all requested information, reporting "000" in the number of students field (columns 37-39) and "**" in the continuation field (columns 77-78).

3. **Host Institution** - The institution whose classroom or laboratory facilities are used for instruction by another institution. As a separate utilization submission, using the utilization record layout, report the utilization for each class taught on the campus by another (i.e., the instructing) institution. Do not report enrollment on the Type One, Two, and Three Records.

   For each class taught on the campus by another institution report, in Columns 79 to 86 on Utilization Record (Type U), the FICE Code for the instructing institution offering the class.

4. **Instructing Institution** - The institution offering instruction on the campus of another institution. Report enrollment on the Type One, Two, and Three Records for each student enrolled in a class taught by your institution on another campus. Do not report utilization for these classes.

5. **Room Number** - Column 61 is used for room letter designation as in 101A. If there is no letter designation, leave column 61 blank. When there is no letter, right justify the room number using column 60 for the right most number.

LIST OF TABLES
FOR
FACILITIES UTILIZATION

FORMAT OF UTILIZATION RECORD

Position	Field	Position	Field
1	Form - U - char(1)	62	Days Met: U,M,T,W,R,F,S if one week cycle; 1,2,3 if two week cycle - char(7)
2	Institution Number(FICE Code) - see Table 1 - char(8)	63	
3		64	
4		65	
5		66	
6		67	
7		68	
8		69	Begin Time - Military Time - char(4)
9		70	
10	Course Prefix - expanded from 4 to 5 positions - left justify - char(5)	71	
11		72	
12		73	End Time - Military Time - char(4)
13		74	
14		75	
15	Course Number - expanded from 4 to 5 positions - left justify - char(5)	76	
16		77	Continuation - Blank if one card only; card number (01, 02, 03, …) if more than one card. - char(2)
17		78	
18		79	Instructing Institution FICE Code - see Table 9 - char(8)
19		80	
20	Section Number - expanded from 4 to 5 positions - right justify - char(5)	81	
21		82	
22		83	
23		84	
24		85	
25	Blank - char(12)	86	
26		87	Blank - char(14)
27		88	
28		89	
29		90	
30		91	
31		92	
32		93	
33		94	
34		95	
35		96	
36		97	
37	Number of Students in Class - right justify, zero fill - numeric(3)	98	
38		99	
39		100	
40	Class Duration Code - Table 11 - char(1)		
41	Blank - char(9)		
42			
43			
44			
45			
46			
47			
48			
49			
50	Campus Number - Table 8 - char(2)		
51			
52	Building Number - right justify, zero fill - char(4)		
53			
54			
55			
56	Room Number and suffix - right justify, zero fill room number; if no suffix, blank fill - char(6)		
57			
58			
59			
60			
61			

FACULTY
AND
STAFF
INFORMATION

FACULTY AND STAFF INFORMATION

General Instructions:

The fall institutional reports of faculty and staff (including faculty salaries and administrative compensation) consist of the following completed survey forms:

1.   College and University Personnel Association's (CUPA) "National Faculty Salary Survey By Discipline," or Oklahoma State University's "Faculty Salary Survey By Discipline" (collected from members of the National Association of State Universities and Land-Grant Colleges – NASULGC).

2.   CUPA's "Administrative Compensation Survey."

3.   IPEDS' "Human Resources Survey."

4.   Supplement of Nonresident Alien Faculty/Staff Survey.

Supplemental Question
ADDITIONAL INFORMATION ON FULL-TIME EMPLOYEES BY RACIAL/ETHNIC CATEGORY, SEX, AND PRIMARY OCCUPATIONAL ACTIVITY

INSTITUTION _____

RESPONDENT _____

DATE _____

TITLE _____

PHONE _____

Employees by Primary Occupational Activity	Race/ethnicity Unknown		Hispanics of any Race		For Non-Hispanics Only												Total	
					American Indian or Alaskan Native		Asian		Black or African American		Native Hawaiian/ Pacific Islander		White		Two or More Races			
	Men (3)	Women (4)	Men (5)	Women (6)	Men (7)	Women (8)	Men (9)	Women (10)	Men (11)	Women (12)	Men (13)	Women (14)	Men (15)	Women (16)	Men (17)	Women (18)	Men (19)	Women (20)
Faculty Nonresident Aliens (Included in Part G of IPEDS HR Survey)																		
Exec/Adm/Manag Nonresident Aliens (Included in Part I of IPEDS HR Survey)																		
Other Professionals Nonresident Aliens (Included in Part I of IPEDS HR Survey)																		
Technical Paraprof Nonresident Aliens (Included in Part I of IPEDS HR Survey)																		
Secretarial/Clerical Nonresident Aliens (Included in Part I of IPEDS HR Survey)																		
Skilled Crafts Nonresident Aliens (Included in Part I of IPEDS HR Survey)																		
Service/Maintenance Nonresident Aliens (Included in Part I of IPEDS HR Survey)																		
TOTAL Nonresident Aliens (Included in Part I of IPEDS HR Survey)																		

DUE: FEBRUARY 1
RETURN TO:
Martha Evilsizor
Council on Postsecondary Education
1024 Capital Center Drive, Suite 320
Frankfort, Kentucky 40601
Phone: (502) 573-1555 ext. 223   Fax: (502) 573-1535
E-mail: Martha.Evilsizor@ky.gov

FINANCE

FINANCE

<u>General Instructions</u>

Data are to be presented in conformity with generally accepted accounting principles.

Data are to be submitted in electronic format, preferably as an email attachment. ROUND ALL AMOUNTS TO THE NEAREST HUNDRED DOLLARS.

Do NOT add or change categories (e.g., revenues, expenditures) on a form without prior approval by council staff.

Forms are to include all affiliated corporations. (See instructions for individual forms.) Table 25 provides a list of all currently recognized affiliated corporations. This list will be updated on an annual basis by council staff.

The reporting period is the twelve-month year for which financial activities are accumulated. The reporting period for public postsecondary education institutions in Kentucky is a fiscal year beginning on July 1 and ending on June 30.

<u>Finance Forms</u>

FD-1A (Actual) and FD-1B (Budgeted) Consolidated Current Funds Revenue - Institutions are to submit consolidated data on the council form. "Consolidated data" refers to data for the institution and all affiliated corporations.

One form per institution is to be completed. Round all amounts to the nearest hundred dollars.

For an institution which does not prepare an annual restricted budget, a statement that "restricted revenue is budgeted as received" will be accepted. Council reports will use prior year actual restricted receipts as an estimate of budgeted restricted funds. Reports will be footnoted accordingly for these institutions.

FD-2A (Actual) and FD-2B (Budgeted) Consolidated Current Funds Expenditures and Transfers by Functional and Natural Object - Institutions are to submit consolidated data on the council form. "Consolidated data" refers to data for the institution and all affiliated corporations.

One form per institution is to be completed.

Round all amounts to the nearest hundred dollars.

For an institution which does not prepare an annual restricted budget, a statement that "restricted revenue is budgeted as received" will be accepted. Council reports will use prior year actual restricted receipts as an estimate of budgeted restricted funds. Reports will be footnoted accordingly for these institutions.

FD-9 Equal Educational Opportunity Funds - Institutions are to complete the council form. Report actual and budgeted State General Fund revenue and expenditure data. Amounts reported should be State General Fund ONLY. One form per institution is to be submitted.

Round all amounts to the nearest hundred dollars.

FD-10 Worksheet for Interstate Comparison Reporting, State Appropriations - Council staff will transmit to each institution, no later than 30 days prior to the due date, a partially completed FD-

10 form based on data available from *The Budget of the Commonwealth*. The institution is to review the form and make changes or provide additional data, as needed. These data will be used by council staff for interstate comparison reporting (e.g., SREB State Data Exchange).

Additional research and public service programs, each with a minimum budgeted direct State General Fund support of $100,000, may be submitted by an institution for council staff consideration. Each new separately identified program should be submitted with a narrative explaining why the program warrants being reported separately.

For each identified program, report direct and indirect state support (definitions for direct and indirect support are included in the general definitions).

One form per institution is to be submitted.

Round all amounts to the nearest hundred dollars.

FD-19 Consolidated Revenues and Expenses (GASB Format) – Institutions are to submit consolidated date on the council form. Consolidated data refers to unrestricted and restricted data for the institution and all affiliated corporations or foundations. The definitions for the reporting categories are the same as those used for FD-1 And FD-2 forms.

One form per institution is to be completed.

ROUND ALL NUMBERS TO THE NEAREST HUNDRED DOLLARS.

FD-20 State Mandated Tuition Waiver Programs - Institutions are to report the number of participants and expenditures for the actual fiscal year ending June 30 of the same year as the report is due and budgeted data for the fiscal year in which the current reporting year.

One form per institution is to be completed. The University of Kentucky should complete a second form for Lexington Community College. The Kentucky Community and Technical College System should report aggregate system data.

ROUND ALL AMOUNTS TO THE NEAREST HUNDRED DOLLARS.

FD-21 Endowment Match Program Outcome Measures Report – Institutions are to submit consolidated data on the council form. "Consolidated data" refers to data for the institution and all affiliated corporations or foundations.

One form per institution is to be completed. Data should be provided for the most recent completed fiscal year and the prior fiscal year. Do not round numbers submitted on this form.

Where applicable, institutions should report the same figures on the FD-21 form that they report to national-level data collection organizations, such as the Council for Aid to Education (CAE Voluntary Support of Education Survey), the National Association of College and University Business Officers (NACUBO Endowment Study), the National Science Foundation (NSF Survey of Research and Development Expenditures at Universities and Colleges), and the Association of University Technology Managers (AUTM Licensing Survey).

FD-22 Presidential Compensation - Each institution is to report its board-approved presidential salary and benefits information for the fiscal year indicated.

Report:

- Annual Salary.
- Fringe benefits such as health, life, and disability insurance, and retirement.
- Housing – indicate if housing is provided or a housing allowance is included in the compensation package.
- Automobile – indicate if an automobile is provided or allowance for an automobile is included in the compensation package.
- Travel and Entertainment – report the policy for payment or reimbursement for travel and entertainment expenses.
- Other – report any other benefits provided in the compensation package such as housekeeping services, club memberships, sabbaticals, etc.
- Term of contract – report the beginning and ending date of the current contract.

FINANCE REPORTING FORMS
DUE DATES

FORM		DUE DATES
FD-1A	Consolidated Current Funds Revenue (Actual)	**November 1**
FD-1B	Consolidated Current Funds Revenue (Budgeted)	**November 1**
FD-2A	Consolidated Current Funds Expenditures and Transfers by Functional and Natural Object (Actual)	**November 1**
FD-2B	Consolidated Current Funds Expenditures and Transfers by Functional and Natural Object (Budgeted)	**November 1**
FD-9	Equal Educational Opportunity Funds	**November 1**
FD-10	Worksheet for Interstate Comparison Reporting	**November 1**
FD-19	Consolidated Revenues and Expenditures (GASB Format)	**November 1**
FD-20	State Mandated Tuition Waiver Programs	**November 1**
FD-21	Endowment Match Program Outcome Measures Report	**November 1**
FD-22	Presidential Compensation Package	**November 1**
Internal Operating Budgets		**November 1**
Audited Financial Statements (University and **ALL** Affiliated and Unaffiliated Corporations)		**November 1**
HB 622 Compliance Report		**November 1**

FINANCE

<u>Definitions - General</u>

Accrual Accounting - Data are to be reported using the accrual basis of accounting. Revenues should be reported when earned and expenditures when materials or services are received. Included in expenditures are (1) all expenses incurred, in accordance with generally accepted accounting principles, (2) expenditures for the acquisition of capital assets, including library books, to the extent expended, and (3) expenditures for annual debt service requirements. Expenses incurred as of the balance sheet date should be accrued and expenses applicable to future periods should be deferred. Certain deferrals and accruals, such as investment income and interest on student loans, may be omitted if the omission does not have a material effect on the financial statements.

Affiliated Corporation - An affiliated corporation is a corporate entity which is not a public agency and which is organized pursuant to the provisions of KRS Chapter 273 over which an institution exercises effective control, by means of appointments to its board of directors, and which could not exist or effectively operate in the absence of substantial assistance from an institution. (See Table 25 for a list of affiliated corporations.)

Agency Funds – Funds held by the institution acting as custodian or fiscal agent.

Athletic Fee – A separately identified fee that has been created by board action or by a vote by the student body. Revenue generated from this fee should be reported as revenue on form FD-11, Intercollegiate Athletics.

Computer/Technology Fee – A fee charged all students where the revenue from the fee is dedicated to the use, purchase, and upgrade of student accessible computers and technology.

Current Funds - The current funds group includes those economic resources of a college or university which are expendable for the purpose of performing the primary missions of the institution - instruction, research, and public service - and which are not restricted by external sources or designated by the governing board for other than operating purposes. The term "current" means that the resources will be expended in the near term and that they will be used for operating purposes.

Direct Support - Support that is specifically designated for a program and usually includes salaries and wages, fringe benefits, and operating expenses.

Encumbrances - An encumbrance represents an obligation incurred in the form of an order, contract, or similar commitment on which liabilities will be recognized when goods are delivered or services rendered. It establishes a claim against a particular fund balance in anticipation of a future expenditure.

Endowment Funds and Similar Funds - Includes endowment funds, quasi-endowment funds and term endowment funds. Endowment funds are those for which donors or other external agencies have stipulated, under the terms of the gift instrument creating the fund, that the principal of the fund is not expendable - that is, it is to remain inviolate in perpetuity and is to be invested for the purpose of producing present and future income, which may be expended or added to the principal. Quasi-endowment funds (funds functioning as endowment) are funds that the governing board of the institution, rather than a donor or other external agency, has determined are to be retained and invested. Term endowment funds are like endowment funds, except that all or part of the principal may be utilized after a stated period of time or upon the occurrence of a certain event. State funds from the Endowment Match Program (Bucks for Brains) must be reported on the institution's balance sheet even if held by an affiliated or non affiliated corporation/foundation.

Foundation - See Affiliated Corporation.

Indirect Support - Support that is not specifically identified for a program but is budgeted in support of the program; for example, the program share of operation & maintenance, libraries, student services, etc.

Interdepartmental Transactions - Interdepartmental transactions between service departments and storerooms and other institutional departments or offices should not be reported as revenues of the service departments but rather as reductions of expenditures of such departments, since those transactions are essentially interdepartmental transfers of costs. The billed price of services and materials obtained from service departments and central stores by offices and departments of the institution should be accounted for as expenditures of those offices and departments, just as if they had been obtained from sources outside the institution.

Intrainstitutional Transactions - Certain intrainstitutional transactions should be reflected in the financial statements of the institution as revenues and expenditures. For example, milk sold by the dairy department to the dining halls should be treated as sales and services revenues of the selling department and as expenditures of the receiving department. Sales and services of auxiliary enterprises to other departments - for example, catering by the food services department in the entertainment of institutional guests and sales by the college store to instructional departments - should be treated as sales and services revenues of the respective auxiliary enterprises and as expenditures of the unit receiving the services or materials.

Life Income - These funds are acquired by an institution under agreements whereby money or other property is made available to an institution on condition that it bind itself to pay periodically to the donors or other designated individuals the income earned by the assets donated, usually for the lifetimes of the income beneficiaries.

Loan Funds - Those resources available for loans to students, faculty, and staff. Loan funds are derived from different sources (e.g., federal, state, or local appropriations or private donors).

Mandatory Student Fees - Fees assessed each full-time student regardless of degree level or program. Mandatory student fees do NOT include fees assessed a student in a particular program (e.g., music, nursing, laboratories) or fees unique to a given situation (e.g., late registration, automobile registration), or fees for room and board. Mandatory fees do include fees for health services, building use fee, activity fee, computer use fee, athletic fee, and auxiliary fee, where the programs are not optional for full-time students.

Plant Funds - The plant funds group is used to account for unexpended plant funds to acquire long-lived assets for institutional purposes, funds for renewals and replacements, funds for retirement of indebtedness, and funds for investment in plant.

Restricted Current Funds - Those funds that are resources provided to an institution that have externally established limitations or stipulations placed on their use.

Transfer Versus Loans Among Funds - If the movement of funds between fund groups is considered permanent, this transaction should be treated as an outright transfer. If the movement of funds between fund groups is temporary with repayment expected within a reasonable period of time, the transaction should be treated as interfund borrowing with an appropriate liability established.

Definitions - Revenue

Budgeted Fund Balance as Support - Includes funds brought forward from previous fiscal years and budgeted in the current period to fund current funds expenditures.

Endowment Income - Includes: 1) unrestricted income of endowment and similar funds, 2) restricted income of endowment and similar funds to the extent expended for current operating purposes, and 3) income from funds held in irrevocable trust by others.

Fund Balances - Fund balances consist of unrestricted and restricted balances brought forward from prior fiscal periods.

Governmental Appropriations - Federal, State, Local - Include those funds received from or made available to an institution through acts of a legislative body. Governmental appropriations should be categorized on the basis of the governmental level (federal, state, or local) of the legislative body providing the appropriation. They do not include governmental grants or contracts. These three sources of revenue include all unrestricted appropriations and all restricted appropriations to the extent expended for current operations.

The determination of whether a particular governmental appropriation should be classified as restricted or unrestricted funds should be based upon the ability of the institution to effect a change in the intended use of the funds during the reporting period. If a change can be made without having to go through the legislative process, the funds should be considered unrestricted.

Governmental Grants and Contracts - Federal, State, Local - Include revenues from governmental agencies which are received or made available for specific projects or programs. Examples are research projects, training programs, and similar activities for which amounts are received or expenditures are reimbursable under the terms of a governmental grant or contract.

Governmental grants and contracts should be categorized on the basis of the level (federal, state, or local) of the agency providing the funds to the institution.

Restricted funds are included in this revenue source for a given year only to the extent that they represent revenues supporting expenditures during that year. Unspent restricted funds should remain as restricted current fund balances to be carried forward to the next period and included in current fund revenue in the year in which they are actually spent. The revenues include only the revenues equal to direct expenditures incurred in conjunction with the grant or contract. Amounts equal to associated indirect cost reimbursements should be separately reported as unrestricted revenue.

Indirect Cost Reimbursement - Includes amounts recovered for the indirect support of federal, state, local, and private grants and contracts.

Investment Income - Includes current funds revenue, interest, and dividends not reported under endowment or any other non-expendable fund income.

Other Revenue - All sources of current funds revenue not included in other classifications. Examples are gains and losses on investments in current funds, miscellaneous rentals and sales, expired term endowments, and terminated annuity of life income agreements, if not material.

Private Gifts, Grants and Contracts - Includes amounts from individuals or nongovernmental organizations. The funds included in this revenue source are of two types: (1) private gifts and grants, and (2) private contracts. Private gifts and grants include those funds received from private donors for which no legal consideration is involved; i.e., no specific goods or services must be provided to the donor in return for the funds. Private contracts include those funds received for which specific goods and services must be provided to the funder as a stipulation for receipt of the funds. This category includes all unrestricted gifts, grants, and bequests as well as all restricted gifts, grants, and contracts to the extent that revenues received are expended in the year received.

Sales and Services of Auxiliary Enterprises - This category consists of all revenues including funds assigned to debt service generated by the auxiliary enterprise operations of an institution. An auxiliary enterprise is an entity which exists to furnish goods or services to students, faculty, or staff and charges a fee that is directly related, although not necessarily equal, to the cost of the service. The distinguishing characteristic of auxiliary enterprises is that they are managed as essentially self-supporting operations. The general public may incidentally be serviced by some auxiliary enterprises. Auxiliary enterprises include operations such as food service facilities, residential facilities, student health services, intercollegiate athletics (if operated essentially as a self-supporting activity), college stores.

Sales and Services of Educational Activities - Includes revenues derived from the sales of goods or services which are incidental to the conduct of instruction, research, or public service. It may include the income from programs which provide support to the instruction, research, and public service areas. This category does not include the revenues generated by hospitals operated by an institution. However, revenues derived from health clinics that are not part of a hospital or an auxiliary services student health services program should be reported in this category. Examples of sales and services of educational activities revenue include film rentals, scientific and literary publications, testing services, university presses, laboratory schools, teaching clinics, and dairy products.

Sales and Services of Hospitals - Includes the revenue (net of discounts, allowances, and provision for doubtful accounts) generated by a hospital operated by an institution. Revenue from daily patient services, revenue from special services, revenue from other services, and revenue of health clinics that are part of the hospital should be included in this category. Not included are revenues for research and other specific-purpose gifts, grants, and endowment income restricted to the hospital.

Tuition and Fees - Tuition and fees include all charges which must be paid by a student, for example, 1) applying for admission to the institution, 2) enrolling in the institution, 3) enrolling in specific courses, (e.g., lab fees) or 4) graduating from the institution or receiving a transcript. Tuition and fees should be recorded as revenue even though there is no intention of collection from the student. The amounts of such remissions or waivers should be recorded as expenditures and classified as scholarships and fellowships or as staff benefits associated with the appropriate expenditure category to which the personnel relate. Charges for room, board, and other services rendered by auxiliary enterprises are not included in this category.

Definitions - Expenditures and Transfers

Academic Support - Includes funds budgeted or expended primarily to provide support services for the institution's primary missions - instruction, research, and public service. This category includes the subprograms of museums and galleries, audio-visual services, academic computing support, ancillary support, academic administration, academic personnel development, and course and curriculum development.

Auxiliary Enterprises - Includes all budgeted and actual expenditures and transfers associated with the operation of auxiliary enterprises. An auxiliary enterprise is an entity that exists to furnish goods or services to students and that charges a fee directly related to, though not necessarily equal to, the cost of the goods or services. This category includes subcategories for auxiliary enterprises - student, auxiliary enterprises - faculty/staff, intercollegiate athletics (essentially self-supporting only), and mandatory transfers/auxiliary enterprises.

Capital Outlay - The exchange of values involved in acquiring land, buildings, equipment, or other permanent properties, or in their construction, development, or permanent improvement.

Debt Service - The amount of money required to pay the interest, principal, and required contributions to accumulate moneys for future retirement of lawfully incurred debt.

E&G Minor Maintenance and Repair Expense – The current funds expenditures for minor maintenance and repair of educational and general facilities - items that are low in cost to correct and are normally included as part of the annual operation and maintenance funding.

E&G Custodial Services and General Maintenance Expense – The current funds expenditures for custodial services and general building maintenance of educational and general facilities.

Other E&G O&M Maintenance Expense – The current funds expenditures for maintenance of educational and general facilities - net of general maintenance expense, custodial services and building maintenance expense, and utilities expense. Items in this category must be specified.

E&G Non-recurring Capital Projects – The expenditures for non-recurring capital projects less than $400,000 that were not funded through regular budgeted maintenance sources. Funding for direct costs of facility deficiencies resulting from normal deterioration and usage -- individual projects of a magnitude in scope and cost whereby funding is normally established on an individual basis.

Grants, Loans, or Benefits - Expenditures for any grant, aid, loan or relief payment to individuals, or organizations, or jurisdictions not otherwise classified.

Hospitals - Includes all budgeted and actual expenditures and transfers associated with the patient-care operations of a university-operated hospital. Expenditures for those activities that take place within the hospital but are more appropriately classified as instruction or research are excluded. This category includes subcategories for direct patient care, health care supportive services, administration of hospitals, physical plant operations for hospitals, and mandatory transfers/hospitals.

Institutional Support - Includes funds budgeted or expended for those activities carried out to provide for both day-to-day functioning and the long-range viability of the institution as an operating institution. Subcategories include executive management, fiscal operations, general administration and logistical services, administrative computing support, and public relations/development.

Instruction - Includes all funds budgeted or expended for credit and noncredit courses for academic, vocational, and remedial purposes in regular, special, and extension sessions. Expenditures for departmental research and public service that are not separately budgeted are also included. This category includes subcategories for general academic instruction, occupational/technical instruction, summer and special session instruction, community education, and preparatory/adult basic education.

Libraries - Includes all funds budgeted or expended for all activities that directly support the collection, cataloging, storage, and distribution of published materials in support of an institution's academic programs. To be included in this activity, a library should be separately organized and serve more than one academic department or activity.

Mandatory Transfers - Includes transfers from the current funds group to other fund groups arising out of binding legal agreements related to the financing of educational plant and/or grant agreements that require matching funds. This category includes subcategories for provision for debt service on educational plant, loan fund matching grants, and other mandatory transfers.

Nonmandatory Transfers - This category includes those transfers between the current funds group and other fund groups made at the discretion of the governing board to serve a variety of objectives, such as additions to loan funds, additions to quasi-endowment funds, general or specific plant additions, voluntary renewals and replacements of plant, and prepayments on debt principal.

Operating Expenses - Expenditures directly attributable to the operation of the institution and not otherwise classified.

Operation and Maintenance of Plant - Includes all funds budgeted or expended for the operation and maintenance of the physical plant, net of amounts charged to auxiliary enterprises, hospitals, and/or independent operations. This category includes subcategories for physical plant administration, building maintenance, custodial service, utilities, landscape and grounds maintenance, and major repairs and renovations.

Personnel Costs - Includes all funds budgeted or expended for salaries, wages, benefits, (including, but not limited to, employer's share of FICA, retirement contributions, insurance, unemployment insurance, workers' compensation), and payments to persons awarded personal service contracts.

Public Service - Includes funds budgeted or expended for activities established primarily to provide noninstructional services beneficial to individuals outside the institution. This category includes subcategories for community service, cooperative extension service, and public broadcasting services.

Research - Includes funds budgeted or expended for activities specifically organized to produce research outcomes, whether commissioned by an agency external to the institution or separately budgeted by an organizational unit within the institution. Subject to these conditions, it includes funds budgeted or expended for individual and/or project research as well as those of institutes and research centers. Funds for departmental research that are separately budgeted specifically for research are included in this category.

Student Services - Includes funds budgeted or expended for those activities whose primary purpose is to contribute to the student's intellectual, cultural, and social development outside the context of the formal instruction program. This category includes subcategories for student services administration, social and cultural development, counseling and career guidance, financial aid administration, student admission, student records, student health services, and intercollegiate athletics. Intercollegiate Athletics is categorized as a student services "educational and general" expenditure unless it is operating as a self-supporting activity and, therefore, reported as an auxiliary enterprise operation. Examples of intercollegiate athletics expenditures are salaries of coaches and trainers, officiating, travel, student financial aid, ticket sales, and advertising. Excluded from intercollegiate athletics are those activities that relate to intramural athletics.

Scholarships and Fellowships - Includes funds budgeted or expended for scholarships and fellowships in the form of outright grants to students selected by the institution and financed from current funds, restricted or unrestricted. Should also include trainee stipends, prizes, and awards, except trainee stipends awarded to individuals who are not enrolled in formal coursework, which should be charged to instruction, research or public service, as appropriate. When services are required in exchange for financial assistance, as in the College Work-Study program, the charges should be classified as expenditures of the department or unit to which the service is rendered. Aid to students in the form of tuition or fee remissions should be included in this category. However, remissions of tuition and fees granted because of faculty or staff status should be recorded as staff benefit expenditures in the appropriate expenditure category.

Utilities - Includes fuel, electricity, water, and sewage. The operation and maintenance of institutionwide production and distribution systems, such as central heating and cooling plants and electrical, water, and sewage distribution systems, should be considered as part of utility operations.

Definitions – Endowment Match Program

Voluntary Support Received – Includes all contributions actually received by an institution (or its foundation) during the fiscal year, in the form of cash, securities, company products, and other property from alumni, non-alumni individuals, corporations, foundations, religious organizations, and

other groups. The face value of deferred gifts received during the fiscal year should also be included. Not included in the total are public funds, earnings on investments held by the institution, and unfulfilled pledges.

Endowment Assets – The total of all long-term financial assets, including those held for university benefit by others. In assessing the level of assets, we are interested in the total of all financial assets (and other assets that are likely to be converted into financial assets, such as real estate held in the endowment) that are intended for long-term support. For most independent institutions, these long-term financial assets reside entirely in their endowment fund. (We exclude current fund and plant fund financial assets, as well as, any pension funds. Data on annuity and life income funds are collected separately.) Publicly supported, and some independent institutions may have endowment assets held for their benefit by others, often in foundations. These assets and the support they generate should be included.

Federally Financed R&D Expenditures – The amount of current fund separately budgeted R&D expenditures in the sciences and engineering commissioned by the Federal Government.

Current funds are expenditures of funds available for current operations. Such expenditures include all unrestricted gifts and restricted current funds to the extent that such funds were expended for current operating purposes.

Separately budgeted research and development (R&D) expenditures include all funds expended for activities specifically organized to produce research outcomes and commissioned by an agency either external to the institution or separately budgeted by a unit of the organization. Included are expenditures for research equipment purchased under research project awards from current fund accounts. Also included are research funds for which an outside organization, educational or other, is a subrecipient. Excluded are training grants, public service grants, demonstration grants, and departmental research expenditures that are not separately budgeted. Also excluded are any R&D expenditures in the fields of education, law, humanities, music, the arts, physical education, library science, as well as other non-science fields.

Extramural R&D Expenditures – The amount of current fund separately budgeted R&D expenditures in the sciences and engineering commissioned by an agency external to the institution. External agencies include the Federal Government, state and local governments, industry, and all sources other than the institution.

Invention Disclosures Received – Includes the number of invention disclosures, no matter how comprehensive, that are made in the year requested and are counted by the institution.

U.S. Patent Applications Filed – Includes any filing made in the U.S. during the survey year, including provisional applications, provisional applications that are converted to regular applications, new filings, CIPs, continuations, divisionals, reissues, and plant patents. Applications for certificates of plant variety protection should also be included. U.S. patents filed should also include PCT applications where the PCT application is the first filing where the U.S. is designated. A PCT application that follows a previous U.S. application would not be included.

New U.S. Patent Applications Filed – The number of new U.S. patent applications filed is a subset of total U.S. patent applications filed. It does not include continuations, divisionals, or reissues, and typically does not include CIPs. A provisional application filed during the fiscal year may be counted as new. If a provisional application is converted to a regular application during the fiscal year, then that corresponding regular application should not be counted as new. A PCT application counted in total U.S. patent applications filed where the PCT application is a first filing and where the U.S. is designated may be counted as new.

U.S. Patents Issued – Includes the number of U.S. patents issued or reissued to your institution in the year requested. Certificates of plant variety protection issued by the U.S.D.A. should be included.

Licenses/Options Executed – The number of license or option agreements that were executed in the year indicated for all technologies. Each agreement, exclusive or non-exclusive, should be counted separately. Licenses to software or biological material end-users of $1,000 or more may be counted per license, or as 1 license, or 1/each for each major software or biological materials product (at manager's discretion) if the total number of end-user licenses would unreasonably skew the institution's data. Licenses for technology protected under U.S. plant patents (US PP) or plant variety protection certificates (US PVPC) may be counted in a similar manner to software or biological material products as described above at manager's discretion. Material transfer agreements are not to be counted as licenses/options.

A license agreement formalizes the transfer of technology between two parties, where the owner of the technology (licensor) permits the other party (licensee) to share the rights to use the technology. An option agreement grants the potential licensee a time period during which they may evaluate the technology and negotiate the terms of a license agreement. An option agreement is not constituted by an option clause in a research agreement that grants rights to future inventions, until an actual invention has occurred that is subject to that option.

Active Licenses/Options Executed – The cumulative number of licenses/options over all years that had not terminated by the end of the fiscal year.

License Income Received – Includes license issue fees, payments under options, annual minimums, running royalties, termination payments, the amount of equity received when cashed-in, and software and biological material end-user license fees equal to $1,000 or more, but not research funding, patent expense reimbursement, a valuation of equity not cashed-in, software and biological material end-user fees less than $1,000, or trademark licensing royalties from university insignia. License income also does not include income received in the support of the cost to make and transfer materials under material transfer agreements.

Start-Up Companies – Companies that were dependent upon licensing the institution's technology for initiation. If a technology was licensed to an existing company, that company should not be considered a start-up company.

	Actual FY 2010-11		
	Unrestricted	**Restricted**	**Total**
Educational and General (E&G)			
Tuition and Fees			
Degree Credit - Fall			-
Degree Credit - Winter			-
Degree Credit - Spring			-
Degree Credit - Summer			-
Subtotal Tuition	-	-	-
Noncredit			-
Mandatory Student Fees			-
Other Fees			-
Subtotal Tuition and Fees	-	-	-
Less: Scholarship Allowances			
Net Tuition and Fees	-	-	-
Governmental Appropriations-Federal			
Agricultural Experiment Station			-
Agricultural Extension Service			-
Other Current Appropriations			-
Subtotal Governmental Appropriations-Federal	-	-	-
Governmental Appropriations-State			-
Governmental Appropriations-Local			-
Governmental Grants and Contracts-Federal			
Pell Grants			-
Supplemental Educational Opportunity Grants			-
College Work Study			-
Other Grants and Contracts			-
Subtotal Governmental Grants and Contracts-Federal	-	-	-
Governmental Grants and Contracts-State			-
Governmental Grants and Contracts-Local			-
Non-Governmental Grants and Contracts			-
Gifts, Donations, and Pledges			-
Indirect Cost Reimbursement			-
Investment Income			-
Endowment Income			-
Sales and Services of Educational Activities			-
Budgeted Fund Balance as Support			-
Other			-
Total Educational and General (E&G)	-	-	-
Sales and Services of Auxiliary Enterprises			
Housing			-
Food Service			-
Bookstores			-
Other			-
Intercollegiate Athletics			-
Mandatory Student Fees			-
Total Auxiliary Enterprises	-	-	-
Sales and Services of Hospitals			-
TOTAL CURRENT FUNDS REVENUE	-	-	-

Are affiliated corporation funds included? yes___ no___

If yes, are the affiliated corporations those listed in Table 25? yes___ no___

If no, provide explanation.

FD-1B CONSOLIDATED CURRENT FUNDS REVENUE
BUDGETED FISCAL YEAR 2011-12
DUE DATE: November 1
INSTITUTION:

	Budgeted FY 2011-12		
	Unrestricted	**Restricted**	**Total**
Educational and General (E&G)			
Tuition and Fees			
Degree Credit - Fall			-
Degree Credit - Winter			-
Degree Credit - Spring			-
Degree Credit - Summer			-
Subtotal Tuition	-	-	-
Noncredit			-
Mandatory Student Fees			-
Other Fees			-
Subtotal Tuition and Fees	-	-	-
Less: Scholarship Allowances			
Net Tuition and Fees	-	-	-
Governmental Appropriations-Federal			
Agricultural Experiment Station			-
Agricultural Extension Service			-
Other Current Appropriations			-
Subtotal Governmental Appropriations-Federal	-	-	-
Governmental Appropriations-State			-
Governmental Appropriations-Local			-
Governmental Grants and Contracts-Federal			
Pell Grants			-
Supplemental Educational Opportunity Grants			-
College Work Study			-
Other Grants and Contracts			-
Subtotal Governmental Grants and Contracts-Federal	-	-	-
Governmental Grants and Contracts-State			-
Governmental Grants and Contracts-Local			-
Non-Governmental Grants and Contracts			-
Gifts, Donations, and Pledges			-
Indirect Cost Reimbursement			-
Investment Income			-
Endowment Income			-
Sales and Services of Educational Activities			-
Budgeted Fund Balance as Support			-
Other			-
Total Educational and General (E&G)	-	-	-
Sales and Services of Auxiliary Enterprises			
Housing			-
Food Service			-
Bookstores			-
Other			-
Intercollegiate Athletics			-
Mandatory Student Fees			-
Total Auxiliary Enterprises	-	-	-
Sales and Services of Hospitals			-
TOTAL CURRENT FUNDS REVENUE	-	-	-

Are affiliated corporation funds included? yes___ no___

If yes, are the affiliated corporations those listed in Table 25? yes___ no___

If no, provide explanation.

FD-2A CONSOLIDATED CURRENT FUNDS EXPENSES AND TRANSFERS BY FUNCTIONAL
NATURAL OBJECT CODE
ACTUAL FISCAL YEAR 2010-11
DUE DATE: November 1
INSTITUTION:

By Function	Actual FY 2010-11		
	Unrestricted	**Restricted**	**Total**
Educational and General (E&G)			
Instruction			-
Research			-
Public Service			-
Libraries			-
Academic Support			-
Student Services			-
Institutional Support			-
Operation and Maintenance of Plant			-
Student Financial Aid			-
Depreciation			-
Other Educational and General Expenses			-
Subtotal E&G	-	-	-
Mandatory Transfers			-
Nonmandatory Transfers			-
Total Educational and General (E&G)	-	-	-
Auxiliary Enterprises			
Auxiliary Enterprise Operations			-
Mandatory Transfers			-
Nonmandatory Transfers			-
Total Auxiliary Enterprises	-	-	-
Hospitals			
Hospital Operations			-
Mandatory Transfers			-
Nonmandatory Transfers			-
Total Hospitals	-	-	-
TOTAL EXPENSES/TRANSFERS BY FUNCTION	-	-	-
By Natural Object			
Personnel Costs			-
Operating Expenses			-
Grants, Loans, or Benefits			-
Debt Service			-
Capital Outlay			-
TOTAL EXPENDITURES BY NATURAL OBJECT	-	-	-

Are affiliated corporation funds included? yes___ no___

If yes, are the affiliated corporations those included in Table 25? yes___ no___

If no, provide explanation.

FD-2B CONSOLIDATED CURRENT FUNDS EXPENSES AND TRANSFERS BY FUNCTIONAL
NATURAL OBJECT CODE
BUDGETED FISCAL YEAR 2011-12
DUE DATE: November 1
INSTITUTION:

By Function	Budgeted FY 2011-12		
	Unrestricted	**Restricted**	**Total**
Educational and General (E&G)			
Instruction			-
Research			-
Public Service			-
Libraries			-
Academic Support			-
Student Services			-
Institutional Support			-
Operation and Maintenance of Plant			-
Student Financial Aid			-
Depreciation			-
Other Educational and General Expenses			-
Subtotal E&G	-	-	-
Mandatory Transfers			-
Nonmandatory Transfers			-
Total Educational and General (E&G)	-	-	-
Auxiliary Enterprises			
Auxiliary Enterprise Operations			-
Mandatory Transfers			-
Nonmandatory Transfers			-
Total Auxiliary Enterprises	-	-	-
Hospitals			
Hospital Operations			-
Mandatory Transfers			-
Nonmandatory Transfers			-
Total Hospitals	-	-	-
TOTAL EXPENSES/TRANSFERS BY FUNCTION	-	-	-
By Natural Object			
Personnel Costs			-
Operating Expenses			-
Grants, Loans, or Benefits			-
Debt Service			-
Capital Outlay			-
TOTAL EXPENDITURES BY NATURAL OBJECT	-	-	-

Are affiliated corporation funds included? yes___ no___

If yes, are the affiliated corporations those included in Table 25? yes___ no___

If no, provide explanation.

FD-9 EQUAL EDUCATIONAL OPPORTUNITY FUNDS*
ACTUAL FY 2010-11 AND BUDGETED FY 2011-12
DUE DATE: November 1
INSTITUTION:

Source of Funds	Actual	Budgeted
State General Fund		
Expenditure by Object		
Personnel Costs		
Operating Expenses		
Grants, Loans, or Benefits		
Debt Service		
Capital Outlay		
Total Expenditures	-	-
Use of Funds		
KSU (only)		
Academic Program Enhancement		
Faculty Development		
Student Services		
Minor Equipment		
Minor Capital Projects		
Student Financial Aid		
Other		
Total Use of Funds	-	-
TWI's		
Minority Student Recruitment and Retention		
Minority Faculty and Staff		
Recruitment and Retention		
Minority Student Financial Aid		
Support of KSU Enhancement		
Total Use of Funds	-	-

*Amount reported should be state general fund only; agency funds should NOT be included.

TWI - Traditionally White Institutions

FD-10 WORKSHEET FOR INTERSTATE COMPARISON REPORTING
STATE APPROPRIATIONS
BUDGETED FISCAL YEAR 2011-12
DUE DATE: November 1
INSTITUTION:

	Budgeted
Direct Appropriation Allocations/Transfers** *Subtotal*	
Less: **State Supported Debt Service**	

Public Service Programs
   Direct Support
   Indirect Support
     Total Support	

Research Programs
   Direct Support
   Indirect Support
     Total Support	

Total General Operating Appropriations	

     Per Secretary's Orders or Appropriation Acts.
*   For example, pass-through programs and trust funds.

CONSOLIDATED REVENUES AND EXPENSES
(GASB Format)
Institution:
Due Date: November 1

	Actual 2010-11	Budgeted 2011-12
REVENUE		
Operating Revenue		
Student Tuition and Fees		
Less: Scholarship Allowances		
Net Tuition and Fees	-	-
Federal Grants and Contracts		
State and Local Grants and Contracts		
Nongovernmental Grants and Contracts		
Indirect and Recoveries		
Sales and Services		
Federal Appropriations		
County Appropriations		
Hospital Patient Services		
Auxiliary Enterprises:		
Housing and Dining		
Less: Scholarship Allowances		
Net Housing and Dining	-	-
Athletics		
Other Auxiliaries		
Other Operating Revenues		
Total Operating Revenues	$ -	$ -
EXPENSES		
Operating Expenses		
Educational and General		
Instruction		
Research		
Public Service		
Libraries		
Academic Support		
Student Services		
Institutional Support		
Operations and Maintenance of Plant		
Student Financial Aid		
Depreciation		
Other Educational and General Expenses		
Total Educational and General	-	-
Hospital and Clinics (including depreciation)		
Auxiliary Enterprises:		
Housing and Dining (including depreciation)		
Athletics (including depreciation)		
Other Auxiliaries		
Other Expenses		
Total Operating Expenses	-	-

CONSOLIDATED REVENUES AND EXPENSES
(GASB Format)
Institution:
Due Date: November 1

	Actual 2010-11	Budgeted 2011-12
NONOPERATING REVENUES (EXPENSES)		
State Appropriations		
Gifts		
Investment Income		
Endowment Income		
Interest on Capital Assest-Related Debt		
Other Nonoperating Revenues and Expenses		
Net Nonoperating Revneue	$ -	$ -
Other Revenue		
Capital Appropriations		
Capital Grants and Gifts		
Additions to Permanent Endowments*		
Other		
Total Other Revenue	$ -	$ -

* Includes Research Challenge Trust Fund Endowment Match Program funds.

System Summary
State-Mandated Tuition Waiver Programs

FD - 20

Institution:

Due Date: November 1, 2011

Tuition Waiver Program	Statutory Authority	Date Enacted and Last Amended[2]	Actual 2010-11		Budgeted 2011-12	
			# Participants	Budget	# Participants	Budget
Faculty and Staff[1]	KRS 164.020(32)	1997, 2000				
Persons 65 or older	KRS 164.284	1976				
Survivors of Police Officers, Firefighters,or Volunteer Firefighters Killed in the line of duty	KRS 164.2841	1986, 1990				
Child or Spouse of Disabled Police Officers, Firefighters, and Volunteer Firefighters	KRS 164.2842	1986, 1994				
Supervising Teachers and Resource Teachers	KRS 164.2845	2000				
War Veterans	KRS 164.480, 164.490, 164.500	1942, 1952 1942				
Children, Step-Children and Spouse of National Guard or Armed Services Member Killed in Action	KRS 164.505	1956, 2000				
Children, Step-Children, Orphans and Spouse of Disabled National Guard Member, War Veteran, Prisoner of War, Missing in Action or Armed Services Member	KRS 164.515	1960, 2000				
Children, Step-Children, and Orphans of War Veterans Killed in Action	KRS 164.507	2000				
Foster and Adopted Children	KRS 164.2847	2001				
TOTAL						

[1] Include only the state-mandated portion of the faculty/staff scholarship program. Benefits in excess of state law are not to be reported.

[2] Note laws enacted or amended in 2000.

FD-21 Endowment Match Program Outcome Measures Report
Fiscal Years 2010 and 2011
Due Date: November 1

	FY 2010	FY 2011
Annual Giving		
Amount of Voluntary Support Received by the University	$ -	$ -
Amount of Voluntary Support Anticipated to be Matched	$ -	$ -
Endowment Market Value		
Market Value of University and Foundation Endowment Assets	$ -	$ -
Market Value of Match Program Endowment Assets	$ -	$ -
Chairs and Professorships		
Number of University Endowed Chairs	-	-
Number of Match Program Endowed Chairs	-	-
Number of University Endowed Professorships	-	-
Number of Match Program Endowed Professorships	-	-
R&D Expenditures		
Amount of Federal R&D Expenditures Generated by the University	$ -	$ -
Amount of Federal R&D Expenditures Generated by Match Program Faculty	$ -	$ -
Amount of Extramural R&D Expenditures Generated by the University	$ -	$ -
Amount of Extramural R&D Expenditures Generated by Match Program Faculty	$ -	$ -
Invention Disclosures and Patents		
Number of Invention Disclosures Received by the University	-	-
Number of Invention Disclosures Generated by Match Program Faculty	-	-
Number of U.S. Patent Applications Filed by the University	-	-
Number of U.S. Patent Applications Generated by Match Program Faculty	-	-
Number of New U.S. Patent Applications Filed by the University	-	-
Number of New U.S. Patent Applications Generated by Match Program Faculty	-	-
Number of U.S. Patents Issued to the University	-	-
Number of U.S. Patents Generated by Match Program Faculty	-	-
License/Option Agreements		
Number of Licenses/Options Executed by the University	-	-
Number of Licenses/Options Generated by Match Program Faculty	-	-
Number of Active Licenses/Options Executed by the University	-	-
Number of Active Licenses/Options Generated by Match Program Faculty	-	-
Amount of License Income Received by the University	$ -	$ -
Amount of License Income Generated by Match Program Faculty	$ -	$ -
Start-Up Activity		
Number of Start-Up Companies Formed / Dependent on University Technology	-	-
Number of Start-Up Companies Formed / Generated by Match Program Faculty	-	-
Number of Start-Up Companies Formed / Operating In-State	-	-

Note: Match program figures are subsets of university-level data. As such, institutional totals reported above should include match program data.

FD-22 PRESIDENTIAL COMPENSATION PACKAGES - 2010-11
Due Date: November 1, 2011

Institution/President	Salary	Fringe Benefits	Housing	Automobile	Travel and Entertainment	Other	Term of Contract
Eastern Kentucky University Doug Whitlock							
Kentucky State University Mary Evans Sias							
Morehead State University Wayne D. Andrews							
Murray State University Randy J. Dunn							
Northern Kentucky University James C. Votruba							
University of Kentucky Eli Capilouto							
University of Louisville James R. Ramsey							
Western Kentucky University Gary A. Ransdell							
KCTCS Michael McCall							

TABLES

LIST OF TABLES

TABLE 1

INSTITUTION CODES (STATE-SUPPORTED)

Number	**Universities**
00196300	Eastern Kentucky University
00196800	Kentucky State University
00197600	Morehead State University
00197700	Murray State University
00927500	Northern Kentucky University
00198900	University of Kentucky
00199900	University of Louisville
00200200	Western Kentucky University

Number	**KCTCS**
00199000	Ashland Community and Technical College
00199600	Big Sandy Community and Technical College
00524400	Bluegrass Community and Technical College
00527100	Bowling Green Technical College
00199100	Elizabethtown Community and Technical College
00527300	Gateway Community and Technical College
00696200	Hazard Community and Technical College
00199300	Henderson Community College
00199400	Hopkinsville Community College
00696100	Jefferson Community and Technical College
00901000	Madisonville Community College
00696000	Maysville Community and Technical College
03034500	Owensboro Community and Technical College
00199700	Somerset Community College
00199800	Southeast Kentucky Community and Technical College
00197900	West Kentucky Community and Technical College

TABLE 2

ETHNIC CODES

Code	Ethnic Category
1	Nonresident Alien
2	Black, Non-Hispanic Only
3	American Indian or Alaskan Native, Non-Hispanic Only
4	Asian, Non-Hispanic Only
5	Hispanic or Latino, regardless of race
6	White, Non-Hispanic Only
7	Race and Ethnicity Unknown
8	Two or More Races
9	Native Hawaiian or Other Pacific Islander, Non-Hispanic Only

Descriptions:

Nonresident Alien - A person who 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. NOTE - Nonresident aliens are to be reported separately, in the field provided, rather than included in any of the six racial/ethnic categories. Resident aliens and other eligible (for financial aid purposes) non-citizens who are not citizens or nationals of the United States and who have been admitted as legal immigrants for the purpose of obtaining permanent resident alien status (and who hold either an alien registration card (Form I-551 or I-151), a Temporary Resident Card (Form I-688), or an Arrival-Departure Record (Form I-94) with a notation that conveys legal immigrant status such as Section 207 Refugee, Section 208 Asylee, Conditional Entrant Parolee or Cuban-Haitian) are to be reported in the appropriate racial/ethnic categories along with United States citizens. (See page 31 for more information.)

Black, Non-Hispanic Only - A person having origins in any of the black racial groups of Africa, not reporting any other race or ethnicity.

American Indian or Alaskan Native, Non-Hispanic Only - A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment, not reporting any other race or ethnicity.

Asian, Non-Hispanic Only - 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, not reporting any other race or ethnicity.

Hispanic - A person of Cuban, Mexican, Puerto Rican, Central or South American, or other Spanish culture or origin, regardless of race.

White, Non-Hispanic Only - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa, not reporting any other race or ethnicity.

Race/Ethnicity Unknown - This category is used ONLY if the student did not select a racial/ethnic designation, AND the postsecondary institution finds it impossible to place the student in one of the aforementioned racial/ethnic categories during established enrollment procedures or in any post-enrollment identification or verification process.

Two or More Races – Includes all non-Hispanic/non-Latino students who report more than one race.

Native Hawaiian or Other Pacific Islander, Non-Hispanic Only – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands, not reporting any other race or ethnicity.

TABLE 3

RESIDENCY STATUS CODES

Code	Residency Status
A	In-State
B	Out-of-State (With Tuition Reciprocity)
C	Out-of-State (Without Tuition Reciprocity)
D	Out-of-State (SREB Academic Common Market or University of Kentucky/University of Florida Bilateral Degree Program)
E	Out-of-State (International Exchange Student) from a Foreign Country; Out-of-State (National Exchange Student) from another state.
F	Undetermined Residency (UK and UL only)

TABLE 4-A

FIPS STATE CODES

Code	State	Code	State
01	Alabama	30	Montana
02	Alaska	31	Nebraska
04	Arizona	32	Nevada
05	Arkansas	33	New Hampshire
06	California	34	New Jersey
08	Colorado	35	New Mexico
09	Connecticut	36	New York
10	Delaware	37	North Carolina
11	District of Columbia	38	North Dakota
12	Florida	39	Ohio
13	Georgia	40	Oklahoma
15	Hawaii	41	Oregon
16	Idaho	42	Pennsylvania
17	Illinois	44	Rhode Island
18	Indiana	45	South Carolina
19	Iowa	46	South Dakota
20	Kansas	47	Tennessee
21	Kentucky	48	Texas
22	Louisiana	49	Utah
23	Maine	50	Vermont
24	Maryland	51	Virginia
25	Massachusetts	53	Washington
26	Michigan	54	West Virginia
27	Minnesota	55	Wisconsin
28	Mississippi	56	Wyoming
29	Missouri	89	Armed Forces Overseas
		99	Multiple States

*U.S. Territories are included in Table 4-B1

TABLE 4-B1
FOREIGN COUNTRIES AND U. S. TERRITORIES CODES
ALPHABETICALLY BY COUNTRY

Foreign Country	**Code**
A	
Afghanistan	AF
Albania	AL
Algeria	AG
American Samoa (U. S. Territory)	AQ
Andorra	AN
Angola	AO
Anguilla	AV
Antarctica	AY
Antigua and Barbuda	AC
Argentina	AR
Armenia	AM
Aruba	AA
Ashmore and Cartier Islands	AT
Australia	AS
Austria	AU
Azerbaijan	AJ
B	
Bahamas	BF
Bahrain	BA
Baker Island (U. S. Territory)	FQ
Bangladesh	BG
Barbados	BB
Bassas Da India	BS
Belarus*****	BO
Belgium	BE
Belize (Changed from British Honduras)	BH
Benin	BN
Bermuda	BD
Bhutan	BT
Bolivia	BL
Bosnia and Herzegovina*	BK
Botswana	BC
Bouvet Island	BV
Brazil	BR

 *Official change in spelling
 **Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B1 (Continued)

Foreign Country	Code
B	
British Indian Ocean Territory	IO
British Virgin Islands	VI
Brunei	BX
Bulgaria	BU
Burkina Faso	UV
Burma	BM
Burundi	BY
C	
Cambodia	CB
Cameroon	CM
Canada	CA
Cape Verde	CV
Cayman Islands	CJ
Central African Republic	CT
Chad	CD
Chile	CI
China	CH
Christmas Island (Indian Ocean)	KT
Clipperton Island	IP
Cocos (Keeling) Islands	CK
Colombia	CO
Comoros	CN
Congo (Brazzaville)	CF
Congo, Democratic Republic of the (Kinshasa) (formerly Zaire)	CG
Cook Islands	CW
Coral Sea Islands	CR
Costa Rica	CS
Croatia	HR
Cuba	CU
Curacao	UC
Cyprus	CY
Czech Republic	EZ

 *Official change in spelling
 **Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B1 (Continued)

Foreign Country	**Code**
D	
Denmark	DA
Djibouti	DJ
Dominica	DO
Dominican Republic	DR
E	
East Timor	TT
Ecuador	EC
Egypt	EG
El Salvador	ES
Equatorial Guinea	EK
Eritrea	ER
Estonia	EN
Ethiopia	ET
Europa Island	EU
F	
Falkland Islands	FK
Faroe Islands	FO
Federated States of Micronesia	FM
Fiji	FJ
Finland	FI
France	FR
French Guiana	FG
French Polynesia	FP
French Southern and Antarctic Lands	FS
G	
Gabon	GB
Gambia, The	GA
Gaza Strip	GZ
Georgia	GG
Germany	GM
Ghana	GH
Gibraltar	GI

 *Official change in spelling
 **Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B1 (Continued)

Foreign Country	**Code**
G	
Glorioso Islands	GO
Greece	GR
Greenland	GL
Grenada	GJ
Guadeloupe	GP
Guam (U. S. Territory)	GQ
Guatemala	GT
Guernsey	GK
Guinea	GV
Guinea-Bissau	PU
Guyana	GY
H	
Haiti	HA
Heard and McDonald Islands	HM
Honduras	HO
Hong Kong	HK
Howland Island (U. S. Territory)	HQ
Hungary	HU
I	
Iceland	IC
India	IN
Indonesia	ID
Iran	IR
Iraq	IZ
Ireland	EI
Isle of Man	IM
Israel	IS
Israel-Syria Demilitarized Zones	IU
Italy	IT
Ivory Coast (Cote D'Ivoire)	IV
J	
Jamaica	JM
Jan Mayen	JN

 *Official change in spelling
 **Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B1 (Continued)

Foreign Country	Code
J	
Japan	JA
Jarvis Island (U. S. Territory)	DQ
Jersey	JE
Johnston Atoll (U. S. Territory)	JQ
Jordan	JO
Juan De Nova Island	JU
K	
Kazakhstan	KZ
Kenya	KE
Kingman's Reef	KQ
Kiribati (now includes Gilbert Islands)	KR
Korea, Democratic People's Republic	KN
Korea, Republic of	KS
Kosovo	KV
Kuwait	KU
Kyrgyzstan	KG
L	
Laos	LA
Latvia	LG
Lebanon	LE
Lesotho	LT
Liberia	LI
Libya	LY
Liechtenstein	LS
Lithuania	LH
Luxembourg	LU
M	
Macau	MC
Macedonia	MK
Madagascar	MA
Malawi	MI
Malaysia	MY
Maldives	MV
Mali	ML

 *Official change in spelling
 **Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B1 (Continued)

Foreign Country	Code
M	
Malta	MT
Marshall Islands	RM
Martinique	MB
Mauritania	MR
Mauritius	MP
Mayotte	MF
Mexico	MX
Midway Islands (U. S. Territory)	MQ
Moldova	MD
Monaco	MN
Mongolia	MG
Montenegro	MJ
Montserrat	MH
Morocco	MO
Mozambique	MZ
N	
Namibia	WA
Nauru	NR
Navassa Island (U. S. Territory)	BQ
Nepal	NP
Netherlands	NL
Netherlands Antilles	NT
New Caledonia	NC
New Zealand	NZ
Nicaragua	NU
Niger	NG
Nigeria	NI
Niue	NE
Norfolk Island	NF
Northern Mariana Islands (U. S. Territory)	CQ
Norway	NO
O	
Oman	MU

 *Official change in spelling
 **Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B1 (Continued)

Foreign Country	**Code**
P	
Pakistan	PK
Palau (formerly Trust Territory of the Pacific Islands)	PS
Palmyra Atoll (U. S. Territory)	LQ
Panama	PM
Papua New Guinea	PP
Paracel Islands	PF
Paraguay	PA
Peru	PE
Philippines	RP
Pitcairn Island	PC
Poland	PL
Portugal	PO
Puerto Rico (U. S. Territory)	RQ
Q	
Qatar	QA
R	
Reunion	RE
Romania	RO
Russia	RS
Rwanda	RW
S	
Samoa (formerly Western Samoa)	WS
San Marino	SM
Sao Tome and Principe	TP
Saudi Arabia	SA
Senegal	SG
Serbia	RI
Seychelles	SE
Sierra Leone	SL
Singapore	SN
Sint Maarten	NN
Slovakia	LO
Slovenia	SI
Solomon Islands	BP
Somalia	SO
South Africa	SF
South Georgia Islands and South Sandwich Islands	SX

 *Official change in spelling
**Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B1 (Continued)

Foreign Country	Code
S	
Spain	SP
Spratly Island	PG
Sri Lanka	CE
St. Barthelemy	TB
St. Christopher (KITTS) and Nevis	SC
St. Helena	SH
St. Lucia	ST
St. Martin	RN
St. Pierre and Miquelon	SB
St. Vincent and the Grenadines	VC
Sudan	SU
Suriname	NS
Svalbard	SV
Swaziland	WZ
Sweden	SW
Switzerland	SZ
Syria	SY
T	
Taiwan	TW
Tajikistan	TI
Tanzania	TZ
Thailand	TH
Togo	TO
Tokelau Islands	TL
Tonga	TN
Trinidad and Tobago	TD
Tromelin Island	TE
Tunisia	TS
Turkey	TU
Turkmenistan	TX
Turks and Caicos Islands	TK
Tuvalu	TV

*Official change in spelling
**Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B1 (Continued)

Foreign Country	Code
U	
Uganda	UG
Ukraine	UP
United Arab Emirates	AE
United Kingdom	UK
Uruguay	UY
Uzbekistan	UZ
V	
Vanuatu	NH
Vatican City	VT
Venezuela	VE
Vietnam	VM
Virgin Islands (U. S. Territory)	VQ
W	
Wake Island (U. S. Territory)	WQ
Wallis and Futuna	WF
West Bank	WE
Western Sahara	WI
Y	
Yemen	YM
Yugoslavia	YO
Z	
Zambia	ZA
Zimbabwe	ZI
Multiple Foreign Countries	ZZ
OTHER	XX

 *Official change in spelling
 **Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B2
FOREIGN COUNTRIES AND U. S. TERRITORIES CODES
ALPHABETICALLY BY CODE

Code	**Foreign Country**
A	
AA	Aruba
AC	Antigua and Barbuda
AE (formerly TC)	United Arab Emirates
AF	Afghanistan
AG	Algeria
AJ	Azerbaijan
AL	Albania
AM	Armenia
AN	Andorra
AO	Angola
AQ	American Samoa (U. S. Territory)
AR	Argentina
AS	Australia
AT	Ashmore and Cartier Islands
AU	Austria
AV	Anguilla
AY	Antarctica
B	
BA	Bahrain
BB	Barbados
BC	Botswana
BD	Bermuda
BE	Belgium
BF	Bahamas
BG	Bangladesh
BH	Belize (Changed from British Honduras)
BK	Bosnia and Herzegovina*
BL	Bolivia
BM	Burma
BN	Benin
BO	Belarus*
BP	Solomon Islands
BQ	Navassa Island (U. S. Territory)
BR	Brazil
BS	Bassas Da India
BT	Bhutan

 *Official change in spelling
 **Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B2 (Continued)

Code	Foreign Country
B	
BU	Bulgaria
BV	Bouvet Island
BX	Brunei
BY	Burundi
C	
CA	Canada
CB	Cambodia
CD	Chad
CE	Sri Lanka
CF	Congo (Brazzaville)
CG	Congo, Democratic Republic of the (Kinshasa) (formerly Zaire)
CH	China
CI	Chile
CJ	Cayman Islands
CK	Cocos (Keeling) Islands*
CM	Cameroon
CN	Comoros
CO	Colombia
CQ	Northern Mariana Islands (U.S. Territory)
CR	Coral Sea Islands
CS	Costa Rica
CT	Central African Republic
CU	Cuba
CV	Cape Verde
CW	Cook Islands
CY	Cyprus
D	
DA	Denmark
DJ	Djibouti
DO	Dominica
DQ	Jarvis Island (U. S. Territory)
DR	Dominican Republic

*Official change in spelling
**Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B2 (Continued)

Code	Foreign Country
E	
EC	Ecuador
EG	Egypt
EI	Ireland
EK	Equatorial Guinea
EN	Estonia
ER	Eritrea
ES	El Salvador
ET	Ethiopia
EU	Europa Island
EZ	Czech Republic
F	
FG	French Guiana
FI	Finland
FJ	Fiji
FK	Falkland Islands
FM	Federated States of Micronesia
FO	Faroe Islands*
FP	French Polynesia
FQ	Baker Island (U. S. Territory)
FR	France
FS	French Southern and Antarctic Lands
G	
GA	Gambia, The
GB	Gabon
GG	Georgia
GH	Ghana
GI	Gibraltar
GJ	Grenada
GK	Guernsey
GL	Greenland
GM	Germany
GO	Glorioso Islands
GP	Guadeloupe
GQ	Guam (U. S. Territory)
GR	Greece

*Official change in spelling
**Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B2 (Continued)

Code	Foreign Country
G	
GT	Guatemala
GV	Guinea
GY	Guyana
GZ	Gaza Strip
H	
HA	Haiti
HK	Hong Kong
HM	Heard and McDonald Islands
HO	Honduras
HQ	Howland Island (U.S. Territory)
HR	Croatia
HU	Hungary
I	
IC	Iceland
ID	Indonesia
IM	Isle of Man
IN	India
IO	British Indian Ocean Territory
IP	Clipperton Island
IR	Iran
IS	Israel
IT	Italy
IU	Israel-Syria Demilitarized Zones
IV	Ivory Coast (Cote D'Ivoire)
IZ	Iraq
J	
JA	Japan
JE	Jersey
JM	Jamaica
JN	Jan Mayen
JO	Jordan
JQ	Johnston Atoll (U.S. Territory)
JU	Juan De Nova Island

*Official change in spelling
**Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B2 (Continued)

Code	Foreign Country
K	
KE	Kenya
KG	Kyrgyzstan
KN	Korea, Democratic People's Republic
KQ	Kingman's Reef
KR	Kiribati (includes Gilbert Islands)
KS	Korea, Republic of
KT	Christmas Island (Indian Ocean)
KU	Kuwait
KV	Kosovo
KZ	Kazakhstan
L	
LA	Laos
LE	Lebanon
LG	Latvia
LH	Lithuania
LI	Liberia
LO	Slovakia
LQ	Palmyra Atoll (U. S. Territory)
LS	Liechtenstein
LT	Lesotho
LU	Luxembourg
LY	Libya
M	
MA	Madagascar
MB	Martinique
MC	Macau
MD	Moldova
MF	Mayotte
MG	Mongolia
MH	Montserrat
MI	Malawi
MJ	Montenegro
MK	Macedonia
ML	Mali
MN	Monaco
MO	Morocco
MP	Mauritius
MQ	Midway Islands (U.S. Territory)
MR	Mauritania

 *Official change in spelling
 **Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B2 (Continued)

Code	Foreign Country
M	
MT	Malta
MU	Oman
MV	Maldives
MX	Mexico
MY	Malaysia
MZ	Mozambique
N	
NC	New Caledonia
NE	Niue
NF	Norfolk Island
NG	Niger
NH	Vanuatu
NI	Nigeria
NL	Netherlands
<u>NN</u>	<u>Sint Maarten</u>
NO	Norway
NP	Nepal
NR	Nauru
NS	Suriname
NT	Netherlands Antilles
NU	Nicaragua
NZ	New Zealand
P	
PA	Paraguay
PC	Pitcairn Island
PE	Peru
PF	Paracel Islands
PG	Spratly Island
PK	Pakistan
PL	Poland
PM	Panama
PO	Portugal
PP	Papua New Guinea
PS	Palau
PU	Guinea-Bissau

*Official change in spelling
**Source: <u>Federal Information Processing Standards (FIPS)</u>, U.S. Department of Commerce.

TABLE 4-B2 (Continued)

Code	Foreign Country
Q	
QA	Qatar
R	
RI	Serbia
RE	Reunion
RM	Marshall Islands
<u>RN</u>	<u>St. Martin</u>
RO	Romania
RP	Philippines
RQ	Puerto Rico (U. S. Territory)
RS	Russia
RW	Rwanda
S	
SA	Saudi Arabia
SB	St. Pierre and Miquelon
SC	St. Christopher (KITTS) and Nevis
SE	Seychelles
SF	South Africa
SG	Senegal
SH	St. Helena
SI	Slovenia
SL	Sierra Leone
SM	San Marino
SN	Singapore
SO	Somalia
SP	Spain
ST	St. Lucia
SU	Sudan
SV	Svalbard
SW	Sweden
SX	South Georgia Islands and South Sandwich Islands
SY	Syria
SZ	Switzerland

 *Official change in spelling
 **Source: <u>Federal Information Processing Standards (FIPS)</u>, U.S. Department of Commerce.

TABLE 4-B2 (Continued)

Code	Foreign Country
T	
TB	St. Barthelemy
TD	Trinidad and Tobago
TE	Tromelin Island
TH	Thailand
TI	Tajikistan
TK	Turks and Caicos Islands
TL	Tokelau Islands
TN	Tonga
TO	Togo
TP	Sao Tome and Principe
TS	Tunisia
TT	East Timor
TU	Turkey
TV	Tuvalu
TW	Taiwan
TX	Turkmenistan
TZ	Tanzania
U	
UC	Curacao
UG	Uganda
UK	United Kingdom
UP	Ukraine
UV	Burkina Faso
UY	Uruguay
UZ	Uzbekistan
V	
VC	St. Vincent and the Grenadines
VE	Venezuela
VI	British Virgin Islands
VM	Vietnam
VQ	Virgin Islands (U. S. Territory)
VT	Vatican City

*Official change in spelling
**Source: Federal Information Processing Standards (FIPS), U.S. Department of Commerce.

TABLE 4-B2 (Continued)

Code	Foreign Country
W	
WA	Namibia
WE	West Bank
WF	Wallis and Futuna
WI	Western Sahara
WQ	Wake Island (U. S. Territory)
WS	Samoa
WZ	Swaziland
X	
XX	Other
Y	
YM	Yemen
YO	Yugoslavia
Z	
ZA	Zambia
ZI	Zimbabwe
ZZ	Multiple Foreign Countries

*Official change in spelling
**Source: <u>Federal Information Processing Standards (FIPS)</u>, U.S. Department of Commerce.

TABLE 5-A
FIPS KENTUCKY COUNTY CODES

Code	County	Code	County	Code	County
001	Adair	081	Grant	161	Mason
003	Allen	083	Graves	163	Meade
005	Anderson	085	Grayson	165	Menifee
007	Ballard	087	Green	167	Mercer
009	Barren	089	Greenup	169	Metcalfe
011	Bath	091	Hancock	171	Monroe
013	Bell	093	Hardin	173	Montgomery
015	Boone	095	Harlan	175	Morgan
017	Bourbon	097	Harrison	177	Muhlenberg
019	Boyd	099	Hart	179	Nelson
021	Boyle	101	Henderson	181	Nicholas
023	Bracken	103	Henry	183	Ohio
025	Breathitt	105	Hickman	185	Oldham
027	Breckinridge	107	Hopkins	187	Owen
029	Bullitt	109	Jackson	189	Owsley
031	Butler	111	Jefferson	191	Pendleton
033	Caldwell	113	Jessamine	193	Perry
035	Calloway	115	Johnson	195	Pike
037	Campbell	117	Kenton	197	Powell
039	Carlisle	119	Knott	199	Pulaski
041	Carroll	121	Knox	201	Robertson
043	Carter	123	Larue	203	Rockcastle
045	Casey	125	Laurel	205	Rowan
047	Christian	127	Lawrence	207	Russell
049	Clark	129	Lee	209	Scott
051	Clay	131	Leslie	211	Shelby
053	Clinton	133	Letcher	213	Simpson
055	Crittenden	135	Lewis	215	Spencer
057	Cumberland	137	Lincoln	217	Taylor
059	Daviess	139	Livingston	219	Todd
061	Edmonson	141	Logan	221	Trigg
063	Elliott	143	Lyon	223	Trimble
065	Estill	145	McCracken	225	Union
067	Fayette	147	McCreary	227	Warren
069	Fleming	149	McLean	229	Washington
071	Floyd	151	Madison	231	Wayne
073	Franklin	153	Magoffin	233	Webster
075	Fulton	155	Marion	235	Whitley
077	Gallatin	157	Marshall	237	Wolfe
079	Garrard	159	Martin	239	Woodford
				B21	Multiple Kentucky Counties

TABLE 5-B
OUT-OF-STATE COUNTY CODES FOR RECIPROCITY

Institution	State	County	County Code	Program Specifications
Morehead State University	OH	ADAMS	001	Expires June 30, 2013.
		ATHENS	009	Excludes Master of Business
		GALLIA	053	Administration program
		JACKSON	079	
		LAWRENCE	087	
		MEIGS	105	
		PIKE	131	
		SCIOTO	145	
		VINTON	163	
Murray State University	TN	HENRY	079	Expires June 30, 2013.
		OBION	131	
		STEWART	161	
		WEAKLEY	183	
Northern Kentucky University	IN	DEARBORN	029	Expires June 30, 2013.
		FRANKLIN	047	
		JEFFERSON	077	
		OHIO	115	
		RIPLEY	137	
		SWITZERLAND	155	
	OH	ADAMS	001	Expires June 30, 2013.
		BROWN	015	Excludes majors in Early
		BUTLER	017	Childhood Education, Criminal
		CLERMONT	025	Justice, and Environmental
		CLINTON	027	Science.
		FAYETTE	047	
		HAMILTON	061	
		HIGHLAND	071	
		WARREN	165	
University of Louisville	IN	CLARK	019	Expires June 30, 2013.
		CRAWFORD	025	
		FLOYD	043	
		HARRISON	061	
		SCOTT	143	
		WASHINGTON	175	
Western Kentucky University	TN	MACON	111	Expires June 30, 2013.
		ROBERTSON	147	
		SUMNER	165	

TABLE 5-B continued
OUT-OF-STATE COUNTY CODES FOR RECIPROCITY

Institution	State	County	County Code	Program Specifications
Ashland Community and Technical College	WV	CABELL	011	Expires June 30, 2013.
		MCDOWELL	047	
		MINGO	059	
		WAYNE	099	
	OH	ADAMS	001	Expires June 30, 2013.
		ATHENS	009	
		GALLIA	053	
		JACKSON	079	
		LAWRENCE	087	
		MEIGS	105	
		PIKE	131	
		SCIOTO	145	
		VINTON	163	
Big Sandy Community and Technical College	WV	CABELL	011	Expires June 30, 2013.
		MCDOWELL	047	
		MINGO	059	
		WAYNE	099	
Bowling Green Technical College	TN	MACON	111	Expires June 30, 2013.
		ROBERTSON	147	
		SUMNER	165	
Gateway Community and Technical College	IN	DEARBORN	029	Expires June 30, 2013.
		FRANKLIN	047	
		JEFFERESON	077	
		OHIO	115	
		RIPLEY	137	
		SWITZERLAND	155	
	OH	ADAMS	001	Expires June 30, 2013
		BROWN	015	
		BUTLER	017	
		CLERMONT	025	
		CLINTON	027	
		FAYETTE	047	
		HAMILTON	061	
		HIGHLAND	071	
		WARREN	165	
Henderson Community College	IN	PERRY	123	Expires June 30, 2013.
		POSEY	129	
		SPENCER	147	
		VANDERBURGH	163	
		WARRICK	173	

TABLE 5-B continued
OUT-OF-STATE COUNTY CODES FOR RECIPROCITY

Institution	State	County	County Code	Program Specifications
Hopkinsville Community College	TN	MONTGOMERY	125	Expires June 30, 2013.
		ROBERTSON	147	
		STEWART	161	
Jefferson Community and Technical College	IN	CLARK	019	Expires June 30, 2013.
		CRAWFORD	025	
		DEARBORN	029	
		FLOYD	043	
		FRANKLIN	047	
		HARRISON	061	
		JEFFERSON	077	
		OHIO	115	
		RIPLEY	137	
		SCOTT	143	
		SWITZERLAND	155	
		WASHINGTON	175	
Maysville Community and Technical College	OH	ADAMS	001	Expires June 30, 2013.
		BROWN	015	
		CLERMONT	025	
Owensboro Community and Technical College	IN	PERRY	123	Expires June 30, 2013.
		POSEY	129	
		SPENCER	147	
		VANDERBURGH	163	
		WARRICK	173	
Somerset Community College	TN	CLAY	027	Expires June 30, 2013.
		PICKETT	137	
		SCOTT	151	
Southeast Kentucky Community and Technical College	TN	CAMPBELL	013	Expires June 30, 2013.
		CLAIBORNE	025	
West Kentucky Community and Technical College	IL	ALEXANDER	003	Expires June 30, 2013.
		MASSAC	127	
		PULASKI	153	

TABLE 6
PRIMARY DISTANCE LEARNING MODE OF DELIVERY

Code	**Description**
B	Internet/World Wide Web
C	Site-to-Site, 2 Way, Audio/Video
D	Open Broadcast/Community Cable Television
E	Print-Based, Audiotaped, Videotaped, Telephone, or CD ROM Study (includes traditional correspondence study)
G	Satellite and Microwave Telecourse

TABLE 7

CLASSIFICATION CODES

Doctoral Universities

Code	Classification
01	Freshman
02	Sophomore
03	Junior
04	Senior
05	Undergraduate - Nondegree
06	Master's
07	Specialist's
08	Doctor's Degree Research/Scholarship (Coursework)
09	Doctor's Degree Research/Scholarship (Dissertation)
10	Post-Doctoral
11	House Staff
12	Doctor's Degree Professional Practice
13	Auditor
14	Fifth-Year (UK only)
~~15~~	~~Post-Baccalaureate Nondegree~~
16	Graduate Nondegree
20	High School
25	Doctor's Degree Professional Practice Nondegree
30	Post-Baccalaureate Undergraduate Degree-seeking
~~31~~	~~Post-Baccalaureate Certificate~~
~~32~~	~~Post-Masters Certificate~~
33	Graduate Certificate

Comprehensive Universities

Code	Classification
01	Freshman
02	Sophomore
03	Junior
04	Senior
05	Undergraduate - Nondegree
06	Master's
07	Specialist's
08	Doctor's Degree Research/Scholarship (Coursework)
09	Doctor's Degree Research/Scholarship (Dissertation)
12	Doctor's Degree Professional Practice
13	Auditor
~~15~~	~~Post-Baccalaureate Nondegree~~
16	Graduate Nondegree
18	Doctoral (enrollment only)
19	WKU Academy
20	High School
25	Doctor's Degree Professional Practice Nondegree
30	Post-Baccalaureate Undergraduate Degree-seeking
~~31~~	~~Post-Baccalaureate Certificate~~
~~32~~	~~Post-Master's Certificate~~
33	Graduate Certificate

Degree levels to which classifications are assigned:
Undergraduate: 1, 2, 3, 4, 5, 13, 14, ~~15,~~ 19, 20, 30, ~~31~~
Graduate: 6, 7, 8, 9, 12, 16, 18, 25, ~~32~~ 33
Post-Doctoral: 10
House Staff: 11

KCTCS

Code	Classification
01	Freshman
02	Sophomore
05	Undergraduate - Nondegree
13	Auditor
~~15~~	~~Post-Baccalaureate Nondegree~~
20	High School
30	Post-Baccalaureate Undergraduate Degree-seeking

TABLE 8
CAMPUS CODES

FICE	Campus Code	Institution
001963		Eastern Kentucky University
	00	Main Campus
	02	Off Campus
001968		Kentucky State University
	00	Main Campus
	01	Farm
	02	Off-Campus
001976		Morehead State University
	00	Main Campus
	02	Off Campus
001977		Murray State University
	01	Main Campus
	02	West Farms
	03	North Farms
	04	Biological Station
	05	Vet - Diagnostic Lab
	06	Murphy Pond
	07	Savage Cave
	08	Wickliffe Mounds Research Center
009275		Northern Kentucky University
	01	Highland Heights - Main Campus
	02	University College - Covington
	03	University Foundation
	06	Off Campus
001989	00	University of Kentucky - Main Campus
	52	Robinson Forest
	53	Lake Cumberland 4-H
	56	Woodford Acres
	58	Cold Stream Farm
	60	Eden Shale Farm
	68	Feltner 4-H
	70	Main Chance Farm
	74	North Central 4-H
	76	Poultry Farm
	80	Robinson Forest Sub. Station
	82	South Farm
	84	Spindle Top
	86	West Kentucky 4-H
	88	West Kentucky Sub. Station
	90	Forestry, Wood Tech. School
	98	Leased Property

TABLE 8 (Continued)

FICE	Campus Code	Institution
001999		University of Louisville
	01	Belknap
	02	Health Sciences
	03	Shelby
	05	Other
	06	Fort Knox
	07	Distance Education
002002		Western Kentucky University
	00	Main Campus
	02	Off Campus

KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM

FICE	Campus Code	Institution
001990		Ashland Community and Technical College
001991		Elizabethtown Community and Technical College
001993		Henderson Community College
001994		Hopkinsville Community College
006961		Jefferson Community and Technical College
006960		Maysville Community and Technical College
001996		Big Sandy Community and Technical College
	01	Building J / Diesel Technical College
	02	Betsy Lane Mine
005271	00	Bowling Green Technical College
	01	Glasgow Campus (Branch)
	02	Kentucky Advanced Technology Institute
005244		Bluegrass Community and Technical College
	01	Anderson Campus (Branch)
	02	Danville Campus (Branch)
001998		Southeast Kentucky Community and Technical College
	01	Cumberland Technical College
	02	Southeast Community College
	03	Harlan Campus
	04	Southeast Campus

TABLE 8 (Continued)

FICE	Campus Code	Institution
006962		Hazard Community and Technical College
	01	Hazard Technical College
	02	Hazard Community College
	03	Hindman Campus
	04	Lees Campus
	05	Kentucky School of Craft
009010		Madisonville Community College
	01	Madisonville Technical College
	02	Madisonville Community College
	03	Health Campus
	04	Muhlenburg County Center
005273	00	Gateway Community and Technical College
	01	Edgewood Campus (Branch)
	02	Highland Heights Campus (Branch)
030345	00	Owensboro Community and Technical College
	01	Daviess County Extension
	02	Owensboro Community College
	03	Owensboro Technical College
001997	00	Somerset Community College
	01	Laurel Technical College
	04	Laurel Center
	02	Somerset Technical College
	05	McCreary Center
	06	Clinton Center
001979	00	West Kentucky Community and Technical College
	01	Purchase Training Extension

TABLE 9
INSTITUTION AND STATE FICE CODES

Code	**Public Institutions**
00196300	Eastern Kentucky University
00196800	Kentucky State University
00197600	Morehead State University
00197700	Murray State University
00927500	Northern Kentucky University
00198900	University of Kentucky
00199900	University of Louisville
00200200	Western Kentucky University
00199000	Ashland Community and Technical College
00199600	Big Sandy Community and Technical College
00524400	Bluegrass Community and Technical College
00527100	Bowling Green Technical College
00199100	Elizabethtown Community and Technical College
00527300	Gateway Community and Technical College
00696200	Hazard Community and Technical College
00199300	Henderson Community College
00199400	Hopkinsville Community College
00696100	Jefferson Community and Technical College
00901000	Madisonville Community College
00696000	Maysville Community and Technical College
03034500	Owensboro Community and Technical College
00199700	Somerset Community College
00199800	Southeast Ky Community and Technical College
00197900	West Ky Community and Technical College

TABLE 9
INSTITUTION AND STATE FICE CODES
(Continued)

Code	Non-Public Institutions
00195100	Alice Lloyd College
00195300	Asbury Theological Seminary
00195200	Asbury University
77770100	Baptist Seminary of Kentucky
02491100	Beckfield College
00195400	Bellarmine University
00195500	Berea College
00000004	Bethel College
00195800	Brescia University
02108202	Brown Mackie College - Ft. Mitchell
02108201	Brown Mackie College - Louisville
00195900	Campbellsville University
03267300	Capella University - Online
00196100	Centre College
00638500	Chamberlain College of Nursing - Online
15641700	Clear Creek Baptist Bible College
44624200	College for Technical Education
15643500	College of the Scriptures
77770200	Commonwealth Christian College
00000005	Cornell University - Louisville
00473100	Daniel Webster College - Online
00842500	Daymar Learning of Paducah, Inc. d/b/a Daymar College
00931300	Daymar Learning, Inc. d/b/a Daymar College
00167201	Devry University - Louisville
00167202	Devry University - Online
00931304	Draughons Junior College d/b/a Daymar College- Clinton
00931303	Draughons Junior College d/b/a Daymar College - Bowling Green
00931305	Draughons Junior College d/b/a Daymar College - Russellville
00147902	Embry-Riddle Aeronautical University - Hebron
00147901	Embry-Riddle Aeronautical University - Louisville
03885300	Employment Solutions Inc., d/b/a College for Technical Education
00304600	Franklin University - Online
15672700	Frontier Nursing University
00196400	Georgetown College
00144500	Georgetown University - Online
20158400	Harrison College-Online
77770300	Hopkinsville College of the Bible
00180500	Indiana Institute of Technology - Online
00182212	Indiana Wesleyan - Bardstown- Hampton Inn
00182226	Indiana Wesleyan - Christian Academy of Louisville (CAL)
00182213	Indiana Wesleyan - Elizabethtown - Fairfield Inn & Suites

TABLE 9
INSTITUTION AND STATE FICE CODES
(Continued)

Code	Non-Public Institutions
00182202	Indiana Wesleyan - Elizabethtown - Holiday Inn Express
00182201	Indiana Wesleyan - Elizabethtown- Hampton Inn
00182214	Indiana Wesleyan - Florence - Courtyard
00182203	Indiana Wesleyan - Florence - Florence Education Center
00182215	Indiana Wesleyan - Florence - Hotel Ivy
00182216	Indiana Wesleyan - Florence - La Quinta Inn & Suites
00182217	Indiana Wesleyan - Florence - Microtel Inn & Suites
00182218	Indiana Wesleyan - Lexington - Courtyard
00182205	Indiana Wesleyan - Lexington - Lexington Education Center
00182219	Indiana Wesleyan - Louisville - Bell South
00182210	Indiana Wesleyan - Louisville - Country Inn & Suites
00182220	Indiana Wesleyan - Louisville - Hill Street Baptist Church
00182204	Indiana Wesleyan - Louisville - Hilton Garden Inn
00182211	Indiana Wesleyan - Louisville - Hilton Garden Inn Airport
00182221	Indiana Wesleyan - Louisville - Jamieson Inn South - Airport
00182206	Indiana Wesleyan - Louisville - Louisville Education Center
00182222	Indiana Wesleyan - Louisville - Marriott East
00182223	Indiana Wesleyan - Louisville - NorthEast Family YMCA
00182224	Indiana Wesleyan - Louisville - Springhill Suites
00182208	Indiana Wesleyan - Online
00182207	Indiana Wesleyan - Shepherdsville - Paroquet Springs Conference Center
00182225	Indiana Wesleyan - TARC
00732701	ITT - Lexington
00732702	ITT - Louisville
00732703	ITT - Online
00458600	Kaplan University - Online
15754400	Kentuckianna Bible College
00196500	Kentucky Christian University
15703000	Kentucky Mountain Bible College
00196900	Kentucky Wesleyan College
00350000	Lee University - Louisville Extension
00157155	Lexington Baptist College
00197100	Lexington Theological Seminary
00350203	Lincoln Memorial - Cumberland
00350201	Lincoln Memorial University - Corbin
00350202	Lincoln Memorial University - Middlesboro
00197200	Lindsey Wilson College
15723400	Louisville Bible College
00197400	Louisville Presbyterian Theological Seminary
00201600	Loyola University - Louisville

TABLE 9
INSTITUTION AND STATE FICE CODES
(Continued)

Code	Non-Public Institutions
00172201	McKendree University - Frankfort
00172202	McKendree University - Glasgow
00172203	McKendree University - Louisville
00172204	McKendree University - Paducah
00172205	McKendree University - Radcliff
00172207	McKendree University - University Hospital Louisville
00172206	McKendree University- Online
02576200	MidContinent University
00197500	Midway College
00242300	Mississippi State - Cumberland
01048903	National College - Danville
01048904	National College - Florence
01048905	National College - Lexington
01048906	National College - Louisville
01048901	National College - Pikeville
01048902	National College - Richmond
00407204	Northwood University - Chamberlain
00407203	Northwood University - Fern Valley
00407201	Northwood University - Georgetown
00407202	Northwood University - Lou Ctr
00182401	Oakland City University - Dixon
00182403	Oakland City University - Beaver Dam
00182402	Oakland City University - Sebree
00321600	Portland State University
00136300	Regis University - Online
15768700	Simmons College of Kentucky
00198200	Southern Baptist Theological Seminary
00000006	Southern Christian Bible
00196000	Spalding University
00198300	St. Catharine College
00145902	Strayer University - Lexington
00145903	Strayer University - Louisville
00145901	Strayer University - Florence
00145904	Strayer University - Online
00461901	Sullivan College of Technology & Design
00461900	Sullivan University
00200100	Thomas More College
00198700	Transylvania University
00104700	Troy University - Online
00198800	Union College

TABLE 9
INSTITUTION AND STATE FICE CODES
(Continued)

Code	Non-Public Institutions
00196200	University of Cumberlands
02098802	University of Phoenix - Florence
02098801	University of Phoenix - Louisville
02098803	University of Phoenix - Online
00198000	University of Pikeville
00132800	University of Southern California - Online
00252101	Webster University - Louisville
00252103	Webster University - online
00252102	Webster University - Radcliff
01124500	West Virginia School of Osteopathic Medicine
00314401	Xavier University - Ft. Mitchell
00314400	Xavier University - Park Hills

Code	State
99999901	Alabama
99999902	Alaska
99999904	Arizona
99999905	Arkansas
99999906	California
99999908	Colorado
99999909	Connecticut
99999910	Delaware
99999911	District of Columbia
99999912	Florida
99999913	Georgia
99999915	Hawaii
99999916	Idaho
99999917	Illinois
99999918	Indiana
99999919	Iowa
99999920	Kansas
99999921	Kentucky
99999922	Louisiana
99999923	Maine
99999924	Maryland
99999925	Massachusetts
99999926	Michigan
99999927	Minnesota
99999928	Mississippi
99999929	Missouri
99999930	Montana

TABLE 9
INSTITUTION AND STATE FICE CODES
(Continued)

Code	State
99999931	Nebraska
99999932	Nevada
99999933	New Hampshire
99999934	New Jersey
99999935	New Mexico
99999936	New York
99999937	North Carolina
99999938	North Dakota
99999939	Ohio
99999940	Oklahoma
99999941	Oregon
99999942	Pennsylvania
99999944	Rhode Island
99999945	South Carolina
99999946	South Dakota
99999947	Tennessee
99999948	Texas
99999949	Utah
99999950	Vermont
99999951	Virginia
99999953	Washington
99999954	West Virginia
99999955	Wisconsin
99999956	Wyoming
99999988	U. S. Territory
99999989	Transfers from all foreign institutions
99999990	Transfers from the military
99999991	Online - not licensed in Kentucky
99999992	Multiple states

TABLE 10

COURSE LEVEL CODES

Code	Level
01	Lower Division
02	Upper Division
07	Graduate
08	Technical

TABLE 11

CLASS DURATION CODES

Code	Duration
A	Full Semester
B	15 Weeks
C	14 Weeks
D	13 Weeks
E	12 Weeks
F	11 Weeks
G	10 Weeks
H	9 Weeks
I	8 Weeks
J	7 Weeks
K	6 Weeks
L	5 Weeks
M	4 Weeks
N	3 Weeks
O	2 Weeks
P	1 Week
Q	Other

TABLE 12
LEVEL OF DEGREE OR FORMAL AWARD CONFERRED

<u>Code</u>	<u>Level</u>
01	Certificate for curriculum of less than one year.
02	Certificate for curriculum of at least one year, but less than two years.
03	Certificate for curriculum of at least two years, but less than four years, with work wholly or chiefly creditable toward a baccalaureate degree.
04	Certificate for curriculum of at least two years, but less than four years, with work <u>not</u> wholly or chiefly creditable toward a baccalaureate degree.
05	Associate degree for curriculum of at least two years, but less than four years, with work wholly or chiefly creditable toward a baccalaureate degree.
06	Associate degree for curriculum of at least two years, but less than four years, with work <u>not</u> wholly or chiefly creditable toward a baccalaureate degree.
07	Baccalaureate degree (four or five years)
08	Master's degree
10	Specialist's degree
11	Doctor's Degree – Research/Scholarship
12	Doctor's Degree – Professional Practice
~~13~~	~~Post-Baccalaureate Certificate~~
~~14~~	~~Post-Master's Certificate~~
15	Diploma
<u>16</u>	<u>Graduate Certificate</u>

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

Updated August 2009

High School Name	Code
ACADEMY FOR INDIVIDUAL EXCELLENCE	0724
ACADEMY OF OUR LADY OF MERCY	1505
ACTS CHRISTIAN ACADEMY (Madisonville)	1667
ADAIR COUNTY HIGH SCHOOL	0500
ADAIR YOUTH DEVELOPMENT CENTER	0505
ALLEN CENTRAL HIGH SCHOOL	0723
ALLEN COUNTY SCOTTSVILLE HIGH	2380
ANCHORED CHRISTIAN SCHOOL (Bowling Green)	0243
ANDERSON COUNTY HIGH SCHOOL	1350
APOLLO HIGH SCHOOL	2033
ASSEMBLY CHRISTIAN SCHOOL	1414
ASSUMPTION HIGH SCHOOL	1510
ATHERTON (J.M.) HIGH SCHOOL	1545
AUDUBON YOUTH DEVELOPMENT CENTER	1519
AUGUSTA HIGH SCHOOL	0085
BALLARD HIGH SCHOOL	1509
BALLARD MEMORIAL HIGH SCHOOL (Barlow)	0150
BARBOURVILLE HIGH SCHOOL	0105
BARDSTOWN HIGH SCHOOL	0130
BARREN ACADEMY FOR VIRTUAL AND EXPANDED LEARNING	0991
BARREN COUNTY HIGH SCHOOL	0990
BATH COUNTY HIGH SCHOOL	2070
BEACON CENTRAL ALTERNATIVE SCHOOL (Utica)	2565
BEECHWOOD HIGH SCHOOL	0530
BELFRY HIGH SCHOOL	0175
BELMONT CHRISTIAN ACADEMY	1873
BELL COUNTY HIGH SCHOOL	2195
BELLEVUE HIGH SCHOOL	0180
BEREA HIGH SCHOOL	0205
BETH HAVEN CHRISTIAN SCHOOL	1516
BETHEL CHRISTIAN ACADEMY (Hindman)	1175
BETHEL CHRISTIAN SCHOOL (McDaniels)	1393
BETHEL CHRISTIAN SCHOOL (Paducah)	2072
BETHLEHEM HIGH SCHOOL	0120
BETSY LAYNE HIGH SCHOOL	0215
BEULAH MOUNTAIN CHRISTIAN ACADEMY	2703
BISHOP BROSSART HIGH SCHOOL	0015
BLUE GRASS BAPTIST SCHOOL	1416
BLUEGRASS CHRISTIAN SCHOOL (Richmond)	2282
BOONE COUNTY HIGH SCHOOL	0835
BOURBON COUNTY HIGH SCHOOL	2125
BOWLING GREEN HIGH SCHOOL	0247
BOWLING GREEN CHRISTIAN ACADEMY	0248
BOYD COUNTY HIGH SCHOOL	0060

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
BOYLE COUNTY HIGH SCHOOL	0643
BRACKEN COUNTY HIGH SCHOOL	0300
BRANDENBURG HIGH SCHOOL	0270
BREATHITT HIGH SCHOOL	1280
BRECKINRIDGE COUNTY HIGH SCHOOL	1050
BRECKINRIDGE METRO HIGH SCHOOL	1514
BROWN SCHOOL	1513
BRYAN STATION SENIOR HIGH SCHOOL	1417
BUCKHORN CHILDREN'S CENTER	0316
BUCKHORN HIGH SCHOOL	0315
BUCKNER ALTERNATIVE SCHOOL	0321
BUECHEL METROPOLITAN HIGH SCHOOL	1596
BULLITT CENTRAL HIGH SCHOOL	2410
BULLITT COUNTY ADULT LEARNING CENTER (Shepherdsville)	2409
BULLITT EAST HIGH SCHOOL	1914
BURGIN HIGH SCHOOL	0325
BUTLER (SUDA EAST) HIGH SCHOOL	1512
BUTLER COUNTY HIGH SCHOOL	1875
CALDWELL COUNTY SENIOR HIGH SCHOOL	2245
CALLOWAY COUNTY HIGH SCHOOL	1923
CALVARY CHRISTIAN SCHOOL (Covington)	0533
CALVARY CHRISTIAN SCHOOL, INC. (Catlettsburg)	0445
CALVARY MISSION CHRISTIAN ACADEMY (Glendale)	0994
CAMPBELL COUNTY HIGH SCHOOL	0010
CAMPBELLSVILLE CHRISTIAN ACADEMY	0369
CAMPBELLSVILLE HIGH SCHOOL	0370
CARLISLE COUNTY HIGH SCHOOL	0145
CARROLL COUNTY HIGH SCHOOL	0420
CARVE ROCK CHRISTIAN ACADEMY (Morgantown)	1856
CASEY COUNTY HIGH SCHOOL	1448
CATLETTSBURG CHRISTIAN ACADEMY	0446
CAVERNA SENIOR HIGH SCHOOL	1235
CENTRAL HARDIN HIGH SCHOOL (Cecilia)	0995
CENTRAL HIGH SCHOOL	1520
CENTRAL KENTUCKY CHRISTIAN SCHOOL	1074
CHARLES SHEDD RESEARCH ACADEMY	1729
CHARTER RIDGE HOSPITAL SCHOOL	1418
CHRIST CTRL TRAINING SCHOOL AND ACADEMY	2163
CHRIST IS KING SCHOOL	1530
CHRISTIAN ACADEMY (Carrollton)	0421
CHRISTIAN ACADEMY OF LAWRENCEBURG	1352
CHRISTIAN ACADEMY LOUISVILLE	1523
CHRISTIAN COUNTY HIGH SCHOOL	1207
CHRISTIAN EDUCATION CONSORTIUM	1649
CHRISTIAN FELLOWSHIP SCHOOL (Benton)	0198
CHRISTIAN LIFE EDUCATION CENTER (Henderson)	1142
CLARK COUNTY CHRISTIAN SCHOOL	2735
CLAY COUNTY HIGH SCHOOL	1690
CLAYS MILL ROAD CHRISTIAN ACADEMY (Lexington)	1419

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
CLINTON COUNTY HIGH SCHOOL	0005
COLLEGIATE HIGH SCHOOL AT OWENSBORO CTC	2061
COMMUNITY CHRISTIAN ACADEMY (Independence)	1253
COMMUNITY CHRISTIAN ACADEMY (Paducah)	2073
CONNER SENIOR HIGH SCHOOL	1128
CORBIN CHRISTIAN ACADEMY	0504
CORBIN HIGH SCHOOL	0503
CORDIA HIGH SCHOOL	1103
CORNERSTONE CHRISTIAN ACADEMY (Corbin)	0509
CORNERSTONE CHRISTIAN ACADEMY (was LIVING WATERS)	2402
CORNERSTONE CHRISTIAN SCHOOL (Lily)	1460
CORPUS CHRISTI HIGH SCHOOL (Simpsonville)	2425
COVINGTON CATHOLIC HIGH SCHOOL	0535
COVINGTON LATIN SCHOOL	0540
CRITTENDEN COUNTY HIGH SCHOOL	1700
CUMBERLAND CHRISTIAN ACADEMY	0331
CUMBERLAND COUNTY HIGH SCHOOL	0330
CYNTHIANA CHRISTIAN ACADEMY	0627
DANVILLE CHRISTIAN ACADEMY	0653
DANVILLE HIGH SCHOOL	0645
DAVID L. BROWN CHRISTO-CENTRIC	2584
DAVIESS COUNTY HIGH SCHOOL	2040
DAWSON SPRINGS HIGH SCHOOL	0660
DAYTON HIGH SCHOOL	0665
DEMING HIGH SCHOOL	1885
DESALES HIGH SCHOOL	1602
DIXIE HEIGHTS HIGH SCHOOL	0545
DOROTHY SAYERS CLASSICAL SCHOOL	0027
DUPONT MANUAL HIGH SCHOOL	1525
EAST CARTER COUNTY HIGH SCHOOL	1015
EAST JESSAMINE HIGH SCHOOL	1982
EAST RIDGE HIGH SCHOOL	1451
EASTERN HIGH SCHOOL	1810
EASTWOOD CHRISTIAN ACADEMY (Murray)	1926
EDMONSON COUNTY HIGH SCHOOL	0310
ELIZABETHTOWN SENIOR HIGH SCHOOL	0740
ELLIOTT COUNTY HIGH SCHOOL	2370
EMINENCE HIGH SCHOOL	0760
ESTILL COUNTY HIGH SCHOOL	1265
EVANGEL CHRISTIAN HIGH SCHOOL	1528
FAIRDALE HIGH SCHOOL	0788
FAIRVIEW HIGH SCHOOL	0063
FAITH BAPTIST ACADEMY (Franklin)	0914
FAITH CHRISTIAN ACADEMY (Hodgenville)	1199
FAITH CHRISTIAN ACADEMY (Jeffersonville)	1294
FAITH CHRISTIAN SCHOOL (Cynthiana)	0628
FAITH CHRISTIAN SCHOOL (Russellville)	2313
FELLOWSHIP CHRISTIAN ACADEMY (Lancaster)	1331
FELLOWSHIP CHRISTIAN ACADEMY (Mt. Sterling)	1896

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
FERN CREEK HIGH SCHOOL	0815
FLEMING COUNTY HIGH SCHOOL	0830
FONDE CHRISTIAN ACADEMY	0874
FORT LOGAN HIGH SCHOOL	2491
FRANKFORT CHRISTIAN ACADEMY	0864
FRANKFORT HIGH SCHOOL	0888
FRANKLIN COUNTY HIGH SCHOOL	0890
FRANKLIN SIMPSON HIGH SCHOOL	0915
FREDERICK FRAIZE HIGH SCHOOL	0495
FRENCHBURG C C C	1697
FT CAMPBELL HIGH SCHOOL	0845
FT KNOX HIGH SCHOOL	0850
FULTON CITY HIGH SCHOOL	0940
FULTON COUNTY HIGH SCHOOL	1160
GALILEAN CHRISTIAN ACADEMY	1449
GALLATIN COUNTY HIGH SCHOOL	2645
GARRARD COUNTY HIGH SCHOOL	1330
GATEWAY ACADEMY HIGH SCHOOL	1732
GATTON ACADEMY OF MATH-SCIENCE	0296
GEORGE ROGERS CLARK HIGH SCHOOL	2740
GLASGOW CHRISTIAN ACADEMY	0979
GLASGOW HIGH SCHOOL	0980
GLENWOOD CHRISTIAN ACADEMY	0789
GRACE BAPTIST ACADEMY (Beattyville)	0153
GRACE BAPTIST SCHOOL (Madisonville)	1669
GRANT COUNTY HIGH SCHOOL	0690
GRAPEVINE CHRISTIAN ACADEMY	1670
GRAVES COUNTY HIGH SCHOOL	1733
GRAYSON COUNTY HIGH SCHOOL	1395
GREEN COUNTY HIGH SCHOOL	1020
GREENUP COUNTY HIGH SCHOOL	1025
GREENWOOD HIGH SCHOOL	0254
HANCOCK COUNTY HIGH SCHOOL	1410
HARDIN CHRISTIAN ACADEMY	2267
HARG BAPTIST ACADEMY	1268
HARLAN COUNTY HIGH SCHOOL	1069
HARLAN HIGH SCHOOL	1065
HARRISON COUNTY HIGH SCHOOL	0630
HARRY DOSS HIGH SCHOOL	1534
HART COUNTY HIGH SCHOOL	1920
HARVEST ACADEMY (Richmond)	2276
HARVEST CHRISTIAN ACADEMY (South Portsmouth)	2479
HAVEN CHRISTIAN ACADEMY	1141
HAZARD CHRISTIAN ACADEMY	1104
HAZARD HIGH SCHOOL	1105
HEATH HIGH SCHOOL	2670
HENDERSON COUNTY SENIOR HIGH SCHOOL	1140
HENRY CLAY HIGH SCHOOL	1425
HENRY COUNTY HIGH SCHOOL	1955

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	**Code**
HERITAGE ACADEMY	0837
HERITAGE CHRISTIAN ACADEMY (Hopkinsville)	1209
HICKMAN COUNTY HIGH SCHOOL	0485
HIGHLANDS HIGH SCHOOL	0855
HIGHLANDS LATIN SCHOOL	1541
HOLMES HIGH SCHOOL	0550
HOLY ANGELS ACADEMY (Louisville)	1533
HOLY CROSS HIGH SCHOOL (Covington)	0555
HOLY CROSS HIGH SCHOOL (Louisville)	1511
HOLY ROSARY ACADEMY	1535
HOPKINS COUNTY CENTRAL HIGH SCHOOL (was WEST HOPKINS HIGH SCHOOL)	1952
HOPKINSVILLE HIGH SCHOOL	1210
INFINITE POSSIBILITIES CHRISTIAN SCHOOL (Sandy Hook)	2372
IROQUOIS HIGH SCHOOL	1543
JACKSON COUNTY HIGH SCHOOL	1780
JACKSON HIGH SCHOOL	1285
JEFFERSON COUNTY HIGH SCHOOL	1546
JEFFERSON COUNTY VIRTUAL SCHOOL	1644
JEFFERSONTOWN HIGH SCHOOL	1292
JENKINS HIGH SCHOOL	1300
JESSAMINE CAREER-TECH CENTER	1989
JOHN HARDIN HIGH SCHOOL (Elizabethtown)	0743
JOHNSON CENTRAL HIGH SCHOOL	2111
JORDAN CHRISTIAN ACADEMY (Burnside)	0337
JUNE BUCHANAN SCHOOL	2209
KENTUCKY COUNTRY DAY SCHOOL	1575
KENTUCKY SCHOOL FOR BLIND	1555
KENTUCKY SCHOOL FOR DEAF	0650
KENTUCKY VIRTUAL HIGH SCHOOL	0894
KNOB LICK BAPTIST ACADEMY	1272
KNOTT COUNTY CENTRAL HIGH SCHOOL	1180
KNOX CENTRAL HIGH SCHOOL	0110
LAKESIDE CHRISTIAN ACADEMY (Morehead)	1851
LAFAYETTE SENIOR HIGH SCHOOL	1430
LANDMARK BAPTIST ACADEMY (Winchester)	2744
LANDMARK CHRISTIAN ACADEMY (Louisville)	1558
LARCAN ACADEMY (Whitley City)	1723
LARRY RYLE HIGH SCHOOL	2560
LARUE BAPTIST SCHOOL	1201
LARUE COUNTY HIGH SCHOOL	1200
LAWRENCE COUNTY HIGH SCHOOL	1500
LEBANON JUNCTION CHRISTIAN ACADEMY	1384
LEDBETTER CHRISTIAN ACADEMY	2444
LEE COUNTY HIGH SCHOOL	0155
LESLIE COUNTY HIGH SCHOOL	1250
LETCHER COUNTY CENTRAL HIGH SCHOOL	2694
LEWIS COUNTY HIGH SCHOOL	2580
LEXINGTON CATHOLIC HIGH SCHOOL	1435

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
LEXINGTON CHRISTIAN ACADEMY	1437
LIBERTY CHRISTIAN SCHOOL	1102
LIBERTY HIGH SCHOOL (Louisville)	1559
LIFE TABERNACLE CHRISTIAN SCHOOL (Hopkinsville)	1216
LIGHTHOUSE ACADEMY (Bowling Green)	0258
LIGHTHOUSE CHRISTIAN ACADEMY (Owensboro)	2060
LINCOLN COUNTY HIGH SCHOOL	2495
LIVING WORD CHRISTIAN SCHOOL (St. Charles)	2338
LIVINGSTON CENTRAL HIGH SCHOOL	0333
LLOYD MEMORIAL HIGH SCHOOL	0765
LOGAN COUNTY HIGH SCHOOL	0001
LONDON CHRISTIAN ACADEMY	1482
LONE OAK HIGH SCHOOL	2080
LOUISVILLE CLASSICAL ACADEMY	2249
LOUISVILLE COLLEGIATE SCHOOL	1570
LOUISVILLE DAY TREATMENT	1550
LUDLOW HIGH SCHOOL	1645
LYNN CAMP HIGH SCHOOL	0510
LYON COUNTY HIGH SCHOOL	1315
MADISON CENTRAL HIGH SCHOOL	2278
MADISON CHRISTIAN ACADEMY INC	2281
MADISON SOUTHERN HIGH SCHOOL	0211
MADISONVILLE NORTH HOPKINS	1675
MAGOFFIN COUNTY HIGH SCHOOL	2368
MAJESTY ACADEMY INC (Owensboro)	2049
MALE HIGH SCHOOL	1580
MANCHESTER CHRISTIAN ACADEMY	1692
MARION COUNTY SENIOR HIGH SCHOOL	1365
MARSHALL COUNTY HIGH SCHOOL	0200
MARTIN LUTHER KING, JR., ACADEMY OF EXCELLENCE (Lexington)	1438
MARY RYAN ACADEMY	1581
MARYHURST HIGH SCHOOL	1585
MASON COUNTY HIGH SCHOOL	1755
MAYFIELD CREEK CHRISTIAN ACADEMY	1734
MAYFIELD HIGH SCHOOL	1735
MAYO STATE VOCATIONAL/TECHNICAL SCHOOL	2113
MCCREARY CENTRAL HIGH SCHOOL	2705
MCCREARY CHRISTIAN ACADEMY	2704
MCLEAN COUNTY HIGH SCHOOL	0350
MEADE COUNTY HIGH SCHOOL	0275
MENIFEE COUNTY HIGH SCHOOL	0935
MERCER COUNTY HIGH SCHOOL	1080
METCALFE COUNTY HIGH SCHOOL	0725
MICAH HIGH SCHOOL	1586
MIDDLESBORO CHRISTIAN ACADEMY	1804
MIDDLESBORO HIGH SCHOOL	1805
MILLVILLE BAPTIST ACADEMY	0904
MODEL LABORATORY SCHOOL	2280
MONROE COUNTY HIGH SCHOOL	2545

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
MONTGOMERY COUNTY HIGH SCHOOL	1900
MONTICELLO HIGH SCHOOL	1840
MOORE HIGH SCHOOL	1584
MORE GRACE CHRISTIAN ACADEMY (Louisville)	1572
MORGAN COUNTY HIGH SCHOOL	2665
MT CARMEL HIGH SCHOOL	1355
MUHLENBERG COUNTY HIGH SCHOOL	1038
MUHLENBERG NORTH HIGH SCHOOL	0455
MUHLENBERG SOUTH HIGH SCHOOL	2230
MURRAY HIGH SCHOOL	1935
NELSON COUNTY HIGH SCHOOL	0133
NELSON COUNTY BAPTIST CHURCH SCHOOL	0134
NEW BEGINNING CHRISTIAN ACADEMY (Mayfield)	1737
NEW HOPE ACADEMY INC	1941
NEW HOPE CHRISTIAN ACADEMY (Midway)	1826
NEW LIFE CHRISTIAN SCHOOL (Columbia)	0501
NEWPORT ALTERNATE HIGH SCHOOL	1972
NEWPORT CENTRAL CATHOLIC HIGH SCHOOL	1973
NEWPORT HIGH SCHOOL	1975
NICHOLAS COUNTY HIGH SCHOOL	0405
NORTH BULLITT HIGH SCHOOL	2412
NORTH HARDIN CHRISTIAN SCHOOL (Radcliff) (was: FELLOWSHIP CHRISTIAN ACADEMY)	2266
NORTH HARDIN HIGH SCHOOL	2610
NORTH LAUREL HIGH SCHOOL	1486
NORTH OLDHAM HIGH SCHOOL	0951
NORTHERN KENTUCKY CHRISTIAN SCHOOL	0813
NORTHERN KENTUCKY LEARNING ACADEMY	1979
NORTHERN KENTUCKY YOUTH DEVELOPMENT CENTER	0600
NORTHSIDE BAPTIST CHRISTIAN (Mayfield)	1736
NORTHSIDE CHRISTIAN SCHOOL (Louisville)	1589
NOTRE DAME ACADEMY	0575
OAK RIDGE CHRISTIAN ACADEMY	1877
OAKDALE CHRISTIAN HIGH SCHOOL (Jackson)	1287
OHIO COUNTY HIGH SCHOOL	1090
OLD UNION SCHOOL (Bowling Green)	0033
OLDHAM COUNTY SENIOR HIGH SCHOOL	1320
ON FIRE CHRISTIAN ACADEMY (Louisville)	1547
ONEIDA BAPTIST INSTITUTE	2030
OPEN DOOR CHRISTIAN ACADEMY (Paducah)	2274
OPPORTUNITIES UNLIMITED (Martin)	1719
OUR LADY OF THE ROSARY SCHOOL (Bardstown)	0136
OWEN COUNTY HIGH SCHOOL	2065
OWENSBORO CATHOLIC HIGH SCHOOL	2045
OWENSBORO SENIOR HIGH SCHOOL	2048
OWSLEY COUNTY HIGH SCHOOL	0240
PADUCAH TILGHMAN HIGH SCHOOL	2085
PAINTSVILLE HIGH SCHOOL	2115
PARIS HIGH SCHOOL	2130

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
PAUL G BLAZER SR HIGH SCHOOL	0070
PAUL LAURENCE DUNBAR HIGH SCHOOL	1440
PEACE ACADEMY	1603
PEARL COMBS LEARNING CENTER (Hindman)	1176
PENDLETON COUNTY HIGH SCHOOL	0793
PENTECOSTAL CHRISTIAN ACADEMY (Water Valley)	2647
PERRY COUNTY CENTRAL ALTERNATE HIGH SCHOOL	1290
PERRY COUNTY CENTRAL HIGH SCHOOL	1115
PHELPS HIGH SCHOOL	2160
PIARIST SCHOOL	1720
PIKE COUNTY CENTRAL HIGH SCHOOL	2170
PIKEVILLE HIGH SCHOOL	2185
PINEVILLE HIGH SCHOOL	2200
PITT ACADEMY	1591
PLEASANT VIEW CHRISTIAN SCHOOL (Bromley)	0297
PLEASANTVIEW BAPTIST SCHOOL (McQuady)	1781
PLEASURE RIDGE PARK HIGH SCHOOL	2218
PORTLAND CHRISTIAN SCHOOL	1590
POWELL COUNTY HIGH SCHOOL	2500
PRESENTATION ACADEMY	1595
PRESTONSBURG HIGH SCHOOL	2235
PROVIDENCE HIGH SCHOOL (Providence)	2255
PROVIDENCE HIGH SCHOOL (Lexington)	1433
PULASKI CENTRAL ALTERNATIVE SCHOOL	2456
PULASKI COUNTY DAY TREATMENT	2457
PULASKI COUNTY HIGH SCHOOL	2455
RACELAND-WORTHINGTON HIGH SCHOOL	2265
RAMEY-ESTEP HIGH SCHOOL (Ashland)	0072
RANDALL K COOPER HIGH SCHOOL (Union)	2561
RED BIRD MISSION HIGH SCHOOL	0220
REDEMPTION ROAD CHRISTIAN ACADEMY (Stanford)	2497
REIDLAND HIGH SCHOOL	2090
RIVERSIDE CHRISTIAN SCHOOL	1495
RIVERVIEW HIGH SCHOOL (Shepherdsville)	2413
ROCKCASTLE COUNTY HIGH SCHOOL	1910
ROLLING HILLS CHRISTIAN HIGH SCHOOL	2414
ROSE HILL CHRISTIAN HIGH SCHOOL	0071
ROWAN COUNTY CHRISTIAN ACADEMY	1854
ROWAN COUNTY HIGH SCHOOL	1855
ROWENA CHRISTIAN ACADEMY (Jamestown)	1289
RUSSELL COUNTY HIGH SCHOOL	2310
RUSSELL HIGH SCHOOL	2305
RUSSELLVILLE HIGH SCHOOL	2315
SACRED HEART ACADEMY	1600
SALINE CHRISTIAN ACADEMY	2458
SAYRE SCHOOL	1443
SCOTT COUNTY SENIOR HIGH SCHOOL	0975
SCOTT HIGH SCHOOL (Covington)	0576
SENECA HIGH SCHOOL	1612

High School Name	Code
SHAWNEE SENIOR HIGH SCHOOL	1615
SHELBY COUNTY HIGH SCHOOL	2407
SHELBY VALLEY HIGH SCHOOL	0675
SHELDON CLARK HIGH SCHOOL	1260
SILVER GROVE HIGH SCHOOL	2420
SIMON KENTON HIGH SCHOOL	1255
SOMERSET CHRISTIAN SCHOOL (West Somerset)	2464
SOMERSET HIGH SCHOOL	2460
SOUTH FLOYD HIGH SCHOOL (Hihat)	1770
SOUTH FORK CHRISTIAN ACADEMY (Whitley City)	2702
SOUTH LAUREL HIGH SCHOOL	1485
SOUTH OLDHAM HIGH SCHOOL	0593
SOUTH PARK TAPP SCHOOL (Fairdale)	0786
SOUTHERN HIGH SCHOOL	1620
SOUTHWESTERN HIGH SCHOOL	2462
SPENCER COUNTY HIGH SCHOOL	2535
ST FRANCIS HIGH SCHOOL	1604
ST HENRY HIGH SCHOOL	0770
ST JAMES ACADEMY	1606
ST JOHNS ACADEMY	1607
ST MARY HIGH SCHOOL	2105
ST PATRICK HIGH SCHOOL	1765
ST ROSE SCHOOL	1967
ST XAVIER HIGH SCHOOL	1610
STURGIS CHRISTIAN SCHOOL	2511
SUGAR GROVE CHRISTIAN ACADEMY	0841
TABERNACLE CHRISTIAN ACADEMY (Nicholasville)	1987
TABERNACLE CHRISTIAN ACADEMY (Somerset)	2465
TATES CREEK SENIOR HIGH SCHOOL	1444
TAYLOR COUNTY HIGH SCHOOL	0380
HOPE RANCH ACADEMY (Somerset)(formerly TEMPLE CHRISTIAN)	2463
THE DAVID SCHOOL	0654
TODD COUNTY CENTRAL HIGH SCHOOL	0750
TOLLESBORO JR SR HIGH SCHOOL	2542
TRIGG COUNTY HIGH SCHOOL	0345
TRIMBLE COUNTY HIGH SCHOOL	0165
TRINITY CHRISTIAN ACADEMY (Latonia)	0329
TRINITY CHRISTIAN ACADEMY (Lexington)	1441
TRINITY HIGH SCHOOL (Louisville)	1540
TRINITY HIGH SCHOOL (Whitesville)	2700
TRIPLETT SCHOOL (Owensboro)	2063
UNION COUNTY HIGH SCHOOL	1870
UNIVERSITY HEIGHTS ACADEMY	1211
VALLEY HIGH SCHOOL	2575
VALLEY SCHOOL (Owensboro)	2037
VALOR TRADITIONAL ACADEMY	1640
VICTORY BAPTIST CHURCH SCHOOL (Evarts)	0783
VICTORY CHRISTIAN ACADEMY (Campbellsville)	0382
VICTORY CHRISTIAN ACADEMY (Louisville)	1597

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
VICTORY CHRISTIAN ACADEMY (Paducah)	2107
VICTORY CHRISTIAN ACADEMY (Scottsville)	2379
VICTORY ROAD CHRISTIAN ACADEMY (Cumberland)	0615
VICTORY TECHNICAL HIGH SCHOOL (Morganfield)	1837
VILLA MADONNA ACADEMY	0585
WABACO CHRISTIAN ACADEMY	1120
WAGGENER HIGH SCHOOL	1587
WALDEN HIGH SCHOOL	1661
WALTON VERONA HIGH SCHOOL	2635
WARREN CENTRAL HIGH SCHOOL	0265
WARREN EAST HIGH SCHOOL	0290
WASHINGTON COUNTY HIGH SCHOOL	2485
WAYNE COUNTY HIGH SCHOOL	1845
WEBSTER COUNTY HIGH SCHOOL	0673
WEST CARTER HIGH SCHOOL	2020
WEST JESSAMINE HIGH SCHOOL (was: JESSAMINE COUNTY H.S.)	1985
WEST KENTUCKY STATE VOCATIONAL TECH	2108
WESTERN MATH/SCIENCE HIGH SCHOOL	1598
WESTERN HILLS HIGH SCHOOL	0911
WESTPORT TAPP HIGH SCHOOL	1636
WHITEFIELD ACADEMY (was HIGHVIEW BAPTIST SCHOOL)	1537
WHITLEY COUNTY ALTERNATIVE	2290
WHITLEY COUNTY HIGH SCHOOL	2718
WHITNEY YOUNG JOB CORPS CENTER	2427
WILLIAMSBURG HIGH SCHOOL	2715
WILLIAMSTOWN HIGH SCHOOL	2725
WINCHESTER CHRISTIAN ACADEMY	2752
WOLFE COUNTY HIGH SCHOOL	0390
WOODFORD COUNTY HIGH SCHOOL	2602
OTHER ADAIR COUNTY HIGH SCHOOL	A001
OTHER ALLEN COUNTY HIGH SCHOOL	A003
OTHER ANDERSON COUNTY HIGH SCHOOL	A005
OTHER BALLARD COUNTY HIGH SCHOOL	A007
OTHER BARREN COUNTY HIGH SCHOOL	A009
OTHER BATH COUNTY HIGH SCHOOL	A011
OTHER BELL COUNTY HIGH SCHOOL	A013
OTHER BOONE COUNTY HIGH SCHOOL	A015
OTHER BOURBON COUNTY HIGH SCHOOL	A017
OTHER BOYD COUNTY HIGH SCHOOL	A019
OTHER BOYLE COUNTY HIGH SCHOOL	A021
OTHER BRACKEN COUNTY HIGH SCHOOL	A023
OTHER BREATHITT COUNTY HIGH SCHOOL	A025
OTHER BRECKINRIDGE COUNTY HIGH SCHOOL	A027
OTHER BULLITT COUNTY HIGH SCHOOL	A029
OTHER BUTLER COUNTY HIGH SCHOOL	A031
OTHER CALDWELL COUNTY HIGH SCHOOL	A033
OTHER CALLOWAY COUNTY HIGH SCHOOL	A035
OTHER CAMPBELL COUNTY HIGH SCHOOL	A037
OTHER CARLISLE COUNTY HIGH SCHOOL	A039

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
OTHER CARROLL COUNTY HIGH SCHOOL	A041
OTHER CARTER COUNTY HIGH SCHOOL	A043
OTHER CASEY COUNTY HIGH SCHOOL	A045
OTHER CHRISTIAN COUNTY HIGH SCHOOL	A047
OTHER CLARK COUNTY HIGH SCHOOL	A049
OTHER CLAY COUNTY HIGH SCHOOL	A051
OTHER CLINTON COUNTY HIGH SCHOOL	A053
OTHER CRITTENDEN COUNTY HIGH SCHOOL	A055
OTHER CUMBERLAND COUNTY HIGH SCHOOL	A057
OTHER DAVIESS COUNTY HIGH SCHOOL	A059
OTHER EDMONSON COUNTY HIGH SCHOOL	A061
OTHER ELLIOTT COUNTY HIGH SCHOOL	A063
OTHER ESTILL COUNTY HIGH SCHOOL	A065
OTHER FAYETTE COUNTY HIGH SCHOOL	A067
OTHER FLEMING COUNTY HIGH SCHOOL	A069
OTHER FLOYD COUNTY HIGH SCHOOL	A071
OTHER FRANKLIN COUNTY HIGH SCHOOL	A073
OTHER FULTON COUNTY HIGH SCHOOL	A075
OTHER GALLATIN COUNTY HIGH SCHOOL	A077
OTHER GARRARD COUNTY HIGH SCHOOL	A079
OTHER GRANT COUNTY HIGH SCHOOL	A081
OTHER GRAVES COUNTY HIGH SCHOOL	A083
OTHER GRAYSON COUNTY HIGH SCHOOL	A085
OTHER GREEN COUNTY HIGH SCHOOL	A087
OTHER GREENUP COUNTY HIGH SCHOOL	A089
OTHER HANCOCK COUNTY HIGH SCHOOL	A091
OTHER HARDIN COUNTY HIGH SCHOOL	A093
OTHER HARLAN COUNTY HIGH SCHOOL	A095
OTHER HARRISON COUNTY HIGH SCHOOL	A097
OTHER HART COUNTY HIGH SCHOOL	A099
OTHER HENDERSON COUNTY HIGH SCHOOL	A101
OTHER HENRY COUNTY HIGH SCHOOL	A103
OTHER HICKMAN COUNTY HIGH SCHOOL	A105
OTHER HOPKINS COUNTY HIGH SCHOOL	A107
OTHER JACKSON COUNTY HIGH SCHOOL	A109
OTHER JEFFERSON COUNTY HIGH SCHOOL	A111
OTHER JESSAMINE COUNTY HIGH SCHOOL	A113
OTHER JOHNSON COUNTY HIGH SCHOOL	A115
OTHER KENTON COUNTY HIGH SCHOOL	A117
OTHER KNOTT COUNTY HIGH SCHOOL	A119
OTHER KNOX COUNTY HIGH SCHOOL	A121
OTHER LARUE COUNTY HIGH SCHOOL	A123
OTHER LAUREL COUNTY HIGH SCHOOL	A125
OTHER LAWRENCE COUNTY HIGH SCHOOL	A127
OTHER LEE COUNTY HIGH SCHOOL	A129
OTHER LESLIE COUNTY HIGH SCHOOL	A131
OTHER LETCHER COUNTY HIGH SCHOOL	A133
OTHER LEWIS COUNTY HIGH SCHOOL	A135
OTHER LINCOLN COUNTY HIGH SCHOOL	A137

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
OTHER LIVINGSTON COUNTY HIGH SCHOOL	A139
OTHER LOGAN COUNTY HIGH SCHOOL	A141
OTHER LYON COUNTY HIGH SCHOOL	A143
OTHER MCCRACKEN COUNTY HIGH SCHOOL	A145
OTHER MCCREARY COUNTY HIGH SCHOOL	A147
OTHER MCLEAN COUNTY HIGH SCHOOL	A149
OTHER MADISON COUNTY HIGH SCHOOL	A151
OTHER MAGOFFIN COUNTY HIGH SCHOOL	A153
OTHER MARION COUNTY HIGH SCHOOL	A155
OTHER MARSHALL COUNTY HIGH SCHOOL	A157
OTHER MARTIN COUNTY HIGH SCHOOL	A159
OTHER MASON COUNTY HIGH SCHOOL	A161
OTHER MEADE COUNTY HIGH SCHOOL	A163
OTHER MENIFEE COUNTY HIGH SCHOOL	A165
OTHER MERCER COUNTY HIGH SCHOOL	A167
OTHER METCALFE COUNTY HIGH SCHOOL	A169
OTHER MONROE COUNTY HIGH SCHOOL	A171
OTHER MONTGOMERY COUNTY HIGH SCHOOL	A173
OTHER MORGAN COUNTY HIGH SCHOOL	A175
OTHER MUHLENBERG COUNTY HIGH SCHOOL	A177
OTHER NELSON COUNTY HIGH SCHOOL	A179
OTHER NICHOLAS COUNTY HIGH SCHOOL	A181
OTHER OHIO COUNTY HIGH SCHOOL	A183
OTHER OLDHAM COUNTY HIGH SCHOOL	A185
OTHER OWEN COUNTY HIGH SCHOOL	A187
OTHER OWSLEY COUNTY HIGH SCHOOL	A189
OTHER PENDLETON COUNTY HIGH SCHOOL	A191
OTHER PERRY COUNTY HIGH SCHOOL	A193
OTHER PIKE COUNTY HIGH SCHOOL	A195
OTHER POWELL COUNTY HIGH SCHOOL	A197
OTHER PULASKI COUNTY HIGH SCHOOL	A199
OTHER ROBERTSON COUNTY HIGH SCHOOL	A201
OTHER ROCKCASTLE COUNTY HIGH SCHOOL	A203
OTHER ROWAN COUNTY HIGH SCHOOL	A205
OTHER RUSSELL COUNTY HIGH SCHOOL	A207
OTHER SCOTT COUNTY HIGH SCHOOL	A209
OTHER SHELBY COUNTY HIGH SCHOOL	A211
OTHER SIMPSON COUNTY HIGH SCHOOL	A213
OTHER SPENCER COUNTY HIGH SCHOOL	A215
OTHER TAYLOR COUNTY HIGH SCHOOL	A217
OTHER TODD COUNTY HIGH SCHOOL	A219
OTHER TRIGG COUNTY HIGH SCHOOL	A221
OTHER TRIMBLE COUNTY HIGH SCHOOL	A223
OTHER UNION COUNTY HIGH SCHOOL	A225
OTHER WARREN COUNTY HIGH SCHOOL	A227
OTHER WASHINGTON COUNTY HIGH SCHOOL	A229
OTHER WAYNE COUNTY HIGH SCHOOL	A231
OTHER WEBSTER COUNTY HIGH SCHOOL	A233
OTHER WHITLEY COUNTY HIGH SCHOOL	A235

TABLE 13-A
HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	**Code**
OTHER WOLFE COUNTY HIGH SCHOOL	A237
OTHER WOODFORD COUNTY HIGH SCHOOL	A239
GED CERTIFICATE	B121
NON-HIGH SCHOOL GRADUATE OR NON-GED	B122
HOME SCHOOLED	B123
OUT-OF-STATE HIGH SCHOOL	B200

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Updated August 2009

Code	High School Name
0001	LOGAN COUNTY HIGH SCHOOL
0005	CLINTON COUNTY HIGH SCHOOL
0010	CAMPBELL COUNTY HIGH SCHOOL
0015	BISHOP BROSSART HIGH SCHOOL
0027	DOROTHY SAYERS CLASSICAL SCHOOL
0033	OLD UNION SCHOOL (Bowling Green)
0060	BOYD COUNTY HIGH SCHOOL
0063	FAIRVIEW HIGH SCHOOL
0070	PAUL G BLAZER SR HIGH SCHOOL
0071	ROSE HILL CHRISTIAN HIGH SCHOOL
0072	RAMEY-ESTEP HIGH SCHOOL (Ashland)
0085	AUGUSTA HIGH SCHOOL
0105	BARBOURVILLE HIGH SCHOOL
0110	KNOX CENTRAL HIGH SCHOOL
0120	BETHLEHEM HIGH SCHOOL
0130	BARDSTOWN HIGH SCHOOL
0133	NELSON COUNTY HIGH SCHOOL
0134	NELSON COUNTY BAPTIST CHURCH SCHOOL
0136	OUR LADY OF THE ROSARY SCHOOL
0145	CARLISLE COUNTY HIGH SCHOOL
0150	BALLARD MEMORIAL HIGH SCHOOL
0153	GRACE BAPTIST ACADEMY (Beattyville)
0155	LEE COUNTY HIGH SCHOOL
0165	TRIMBLE COUNTY HIGH SCHOOL
0175	BELFRY HIGH SCHOOL
0180	BELLEVUE HIGH SCHOOL
0198	CHRISTIAN FELLOWSHIP SCHOOL (Benton)
0200	MARSHALL COUNTY HIGH SCHOOL
0205	BEREA HIGH SCHOOL
0211	MADISON SOUTHERN HIGH SCHOOL
0215	BETSY LAYNE HIGH SCHOOL
0220	RED BIRD MISSION HIGH SCHOOL
0240	OWSLEY COUNTY HIGH SCHOOL
0243	ANCHORED CHRISTIAN SCHOOL (Bowling Green)
0247	BOWLING GREEN HIGH SCHOOL
0248	BOWLING GREEN CHRISTIAN ACADEMY
0254	GREENWOOD HIGH SCHOOL
0258	LIGHTHOUSE ACADEMY (Bowling Green)
0265	WARREN CENTRAL HIGH SCHOOL
0270	BRANDENBURG HIGH SCHOOL
0275	MEADE COUNTY HIGH SCHOOL
0290	WARREN EAST HIGH SCHOOL
0296	GATTON ACADEMY OF MATH-SCIENCE
0297	PLEASANT VIEW CHRISTIAN SCHOOL (Bromley)
0300	BRACKEN COUNTY HIGH SCHOOL
0310	EDMONSON COUNTY HIGH SCHOOL
0315	BUCKHORN HIGH SCHOOL

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Code	High School Name
0316	BUCKHORN CHILDREN'S CENTER
0321	BUCKNER ALTERNATIVE HIGH SCHOOL
0325	BURGIN HIGH SCHOOL
0329	TRINITY CHRISTIAN ACADEMY (Burlington)
0330	CUMBERLAND COUNTY HIGH SCHOOL
0331	CUMBERLAND CHRISTIAN ACADEMY
0333	LIVINGSTON CENTRAL HIGH SCHOOL
0337	JORDAN CHRISTIAN ACADEMY (Burnside)
0345	TRIGG COUNTY HIGH SCHOOL
0350	MCLEAN COUNTY HIGH SCHOOL
0369	CAMPBELLSVILLE CHRISTIAN ACADEMY
0370	CAMPBELLSVILLE HIGH SCHOOL
0380	TAYLOR COUNTY HIGH SCHOOL
0382	VICTORY CHRISTIAN ACADEMY (Campbellsville)
0390	WOLFE COUNTY HIGH SCHOOL
0405	NICHOLAS COUNTY HIGH SCHOOL
0420	CARROLL COUNTY HIGH SCHOOL
0421	CHRISTIAN ACADEMY (Carrollton)
0445	CALVARY CHRISTIAN SCHOOL, INC. (Catlettsburg)
0446	CATLETTSBURG CHRISTIAN ACADEMY
0455	MUHLENBERG NORTH HIGH SCHOOL
0485	HICKMAN COUNTY HIGH SCHOOL
0495	FREDERICK FRAIZE HIGH SCHOOL
0500	ADAIR COUNTY HIGH SCHOOL
0501	NEW LIFE CHRISTIAN SCHOOL (Columbia)
0503	CORBIN HIGH SCHOOL
0504	CORBIN CHRISTIAN ACADEMY
0505	ADAIR YOUTH DEVELOPMENT CENTER
0509	CORNERSTONE CHRISTIAN ACADEMY (Corbin)
0510	LYNN CAMP HIGH SCHOOL
0530	BEECHWOOD HIGH SCHOOL
0533	CALVARY CHRISTIAN SCHOOL (Covington)
0535	COVINGTON CATHOLIC HIGH SCHOOL
0540	COVINGTON LATIN SCHOOL
0545	DIXIE HEIGHTS HIGH SCHOOL
0550	HOLMES HIGH SCHOOL
0555	HOLY CROSS HIGH SCHOOL (Covington)
0575	NOTRE DAME ACADEMY
0576	SCOTT HIGH SCHOOL (Covington)
0585	VILLA MADONNA ACADEMY
0593	SOUTH OLDHAM HIGH SCHOOL
0600	NORTHERN KENTUCKY YOUTH DEVELOPMENT CENTER
0615	VICTORY ROAD CHRISTIAN ACADEMY (Cumberland)
0627	CYNTHIANA CHRISTIAN ACADEMY
0628	FAITH CHRISTIAN SCHOOL (Cynthiana)
0630	HARRISON COUNTY HIGH SCHOOL
0643	BOYLE COUNTY HIGH SCHOOL
0645	DANVILLE HIGH SCHOOL

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Code	High School Name
0650	KENTUCKY SCHOOL FOR DEAF
0653	DANVILLE CHRISTIAN ACADEMY
0654	THE DAVID SCHOOL
0660	DAWSON SPRINGS HIGH SCHOOL
0665	DAYTON HIGH SCHOOL
0673	WEBSTER COUNTY HIGH SCHOOL
0675	SHELBY VALLEY HIGH SCHOOL
0690	GRANT COUNTY HIGH SCHOOL
0723	ALLEN CENTRAL HIGH SCHOOL
0724	ACADEMY FOR INDIVIDUAL EXCELLENCE
0725	METCALFE COUNTY HIGH SCHOOL
0740	ELIZABETHTOWN SENIOR HIGH SCHOOL
0743	JOHN HARDIN HIGH SCHOOL (Elizabethtown)
0750	TODD COUNTY CENTRAL HIGH SCHOOL
0760	EMINENCE HIGH SCHOOL
0765	LLOYD MEMORIAL HIGH SCHOOL
0770	ST HENRY HIGH SCHOOL
0783	VICTORY BAPTIST CHURCH SCHOOL (Evarts)
0786	SOUTH PARK TAPP SCHOOL (Fairdale)
0788	FAIRDALE HIGH SCHOOL
0789	GLENWOOD CHRISTIAN ACADEMY
0793	PENDLETON COUNTY HIGH SCHOOL
0813	NORTHERN KENTUCKY CHRISTIAN SCHOOL
0815	FERN CREEK HIGH SCHOOL
0830	FLEMING COUNTY HIGH SCHOOL
0835	BOONE COUNTY HIGH SCHOOL
0837	HERITAGE ACADEMY
0841	SUGAR GROVE CHRISTIAN ACADEMY
0845	FT CAMPBELL HIGH SCHOOL
0850	FT KNOX HIGH SCHOOL
0855	HIGHLANDS HIGH SCHOOL
0864	FRANKFORT CHRISTIAN ACADEMY
0874	FONDE CHRISTIAN ACADEMY
0888	FRANKFORT HIGH SCHOOL
0890	FRANKLIN COUNTY HIGH SCHOOL
0894	KENTUCKY VIRTUAL HIGH SCHOOL
0904	MILLVILLE BAPTIST ACADEMY
0911	WESTERN HILLS HIGH SCHOOL
0914	FAITH BAPTIST ACADEMY (Franklin)
0915	FRANKLIN SIMPSON HIGH SCHOOL
0935	MENIFEE COUNTY HIGH SCHOOL
0940	FULTON CITY HIGH SCHOOL
0951	NORTH OLDHAM HIGH SCHOOL
0975	SCOTT COUNTY SENIOR HIGH SCHOOL
0979	GLASGOW CHRISTIAN ACADEMY
0980	GLASGOW HIGH SCHOOL
0990	BARREN COUNTY HIGH SCHOOL
0991	BARREN ACAD FOR VIRTUAL AND EXPANDED LEARNING

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

<u>Code</u>	<u>High School Name</u>
0994	CALVARY MISSION CHRISTIAN ACADEMY (Glendale)
0995	CENTRAL HARDIN HIGH SCHOOL
1015	EAST CARTER COUNTY HIGH SCHOOL
1020	GREEN COUNTY HIGH SCHOOL
1025	GREENUP COUNTY HIGH SCHOOL
1038	MUHLENBERG COUNTY HIGH SCHOOL
1050	BRECKINRIDGE COUNTY HIGH SCHOOL
1065	HARLAN HIGH SCHOOL
1069	HARLAN COUNTY HIGH SCHOOL
1074	CENTRAL KENTUCKY CHRISTIAN SCHOOL
1080	MERCER COUNTY HIGH SCHOOL
1090	OHIO COUNTY HIGH SCHOOL
1102	LIBERTY CHRISTIAN SCHOOL
1103	CORDIA HIGH SCHOOL
1104	HAZARD CHRISTIAN ACADEMY
1105	HAZARD HIGH SCHOOL
1115	PERRY COUNTY CENTRAL HIGH SCHOOL
1120	WABACO CHRISTIAN ACADEMY
1128	CONNER SENIOR HIGH SCHOOL
1140	HENDERSON COUNTY SENIOR HIGH SCHOOL
1141	HAVEN CHRISTIAN ACADEMY
1142	CHRISTIAN LIFE EDUCATION CENTER (Henderson)
1160	FULTON COUNTY HIGH SCHOOL
1175	BETHEL CHRISTIAN ACADEMY (Hindman)
1176	PEARL COMBS LEARNING CENTER (Hindman)
1180	KNOTT COUNTY CENTRAL HIGH SCHOOL
1199	FAITH CHRISTIAN ACADEMY (Hodgenville)
1200	LARUE COUNTY HIGH SCHOOL
1201	LARUE BAPTIST SCHOOL
1207	CHRISTIAN COUNTY HIGH SCHOOL
1209	HERITAGE CHRISTIAN ACADEMY (Hopkinsville)
1210	HOPKINSVILLE HIGH SCHOOL
1211	UNIVERSITY HEIGHTS ACADEMY
1216	LIFE TABERNACLE CHRISTIAN SCHOOL
1235	CAVERNA SENIOR HIGH SCHOOL
1250	LESLIE COUNTY HIGH SCHOOL
1253	COMMUNITY CHRISTIAN ACADEMY (Independence)
1255	SIMON KENTON HIGH SCHOOL
1260	SHELDON CLARK HIGH SCHOOL
1265	ESTILL COUNTY HIGH SCHOOL
1268	HARG BAPTIST ACADEMY
1272	KNOB LICK BAPTIST ACADEMY
1280	BREATHITT COUNTY HIGH SCHOOL
1285	JACKSON HIGH SCHOOL
1287	OAKDALE CHRISTIAN HIGH SCHOOL (Jackson)
1289	ROWENA CHRISTIAN ACADEMY (Jamestown)
1290	PERRY COUNTY CENTRAL ALTERNATE HIGH SCHOOL
1292	JEFFERSONTOWN HIGH SCHOOL

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Code	High School Name
1294	FAITH CHRISTIAN ACADEMY (Jeffersonville)
1300	JENKINS HIGH SCHOOL
1315	LYON COUNTY HIGH SCHOOL
1320	OLDHAM COUNTY SENIOR HIGH SCHOOL
1330	GARRARD COUNTY HIGH SCHOOL
1331	FELLOWSHIP CHRISTIAN ACADEMY (Lancaster)
1350	ANDERSON COUNTY HIGH SCHOOL
1352	CHRISTIAN ACADEMY OF LAWRENCEBURG
1355	MT CARMEL HIGH SCHOOL
1365	MARION COUNTY SENIOR HIGH SCHOOL
1384	LEBANON JUNCTION CHRISTIAN ACADEMY
1393	BETHEL CHRISTIAN SCHOOL (McDaniels)
1395	GRAYSON COUNTY HIGH SCHOOL
1410	HANCOCK COUNTY HIGH SCHOOL
1414	ASSEMBLY CHRISTIAN SCHOOL
1416	BLUE GRASS BAPTIST SCHOOL
1417	BRYAN STATION SENIOR HIGH SCHOOL
1418	CHARTER RIDGE HOSPITAL SCHOOL
1419	CLAYS MILL ROAD CHRISTIAN ACADEMY (Lexington)
1425	HENRY CLAY HIGH SCHOOL
1430	LAFAYETTE SENIOR HIGH SCHOOL
1433	PROVIDENCE HIGH SCHOOL (Lexington)
1435	LEXINGTON CATHOLIC HIGH SCHOOL
1437	LEXINGTON CHRISTIAN ACADEMY
1438	MARTIN LUTHUR KING, JR., ACADEMY FOR EXCELLENCE (Lexington)
1440	PAUL LAURENCE DUNBAR HIGH SCHOOL
1441	TRINITY CHRISTIAN ACADEMY (Lexington)
1443	SAYRE SCHOOL
1444	TATES CREEK SENIOR HIGH SCHOOL
1448	CASEY COUNTY HIGH SCHOOL
1449	GALILEAN CHRISTIAN ACADEMY
1451	EAST RIDGE HIGH SCHOOL
1460	CORNERSTONE CHRISTIAN SCHOOL (Lily)
1482	LONDON CHRISTIAN ACADEMY
1485	SOUTH LAUREL COUNTY HIGH SCHOOL
1486	NORTH LAUREL HIGH SCHOOL
1495	RIVERSIDE CHRISTIAN SCHOOL
1500	LAWRENCE COUNTY HIGH SCHOOL
1505	ACADEMY OF OUR LADY OF MERCY
1509	BALLARD HIGH SCHOOL
1510	ASSUMPTION HIGH SCHOOL
1511	HOLY CROSS HIGH SCHOOL (Louisville)
1512	BUTLER (SUDA EAST) HIGH SCHOOL
1513	BROWN SCHOOL
1514	BRECKINRIDGE METRO HIGH SCHOOL
1516	BETH HAVEN CHRISTIAN SCHOOL
1519	AUDUBON YOUTH DEVELOPMENT CENTER

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Code	High School Name
1520	CENTRAL HIGH SCHOOL
1523	CHRISTIAN ACADEMY LOUISVILLE
1525	DUPONT MANUAL HIGH SCHOOL
1528	EVANGEL CHRISTIAN HIGH SCHOOL
1530	CHRIST IS KING SCHOOL
1533	HOLY ANGELS ACADEMY (Louisville)
1534	HARRY DOSS HIGH SCHOOL
1535	HOLY ROSARY ACADEMY
1537	WHITEFIELD ACADEMY (was: HIGHVIEW BAPTIST SCHOOL)
1540	TRINITY HIGH SCHOOL (Louisville)
1541	HIGHLANDS LATIN SCHOOL
1543	IROQUOIS HIGH SCHOOL
1545	ATHERTON (J M) HIGH SCHOOL
1546	JEFFERSON COUNTY HIGH SCHOOL
1547	ON FIRE CHRISTIAN ACADEMY (Louisville)
1550	LOUISVILLE DAY TREATMENT
1555	KENTUCKY SCHOOL FOR BLIND
1558	LANDMARK CHRISTIAN ACADEMY (Louisville)
1559	LIBERTY HIGH SCHOOL (Louisville)
1570	LOUISVILLE COLLEGIATE SCHOOL
1572	MORE GRACE CHRISTIAN ACADEMY (Louisville)
1575	KENTUCKY COUNTRY DAY SCHOOL
1580	MALE HIGH SCHOOL
1581	MARY RYAN ACADEMY
1584	MOORE HIGH SCHOOL
1585	MARYHURST HIGH SCHOOL
1586	MICAH HIGH SCHOOL
1587	WAGGENER HIGH SCHOOL
1589	NORTHSIDE CHRISTIAN SCHOOL (Louisville)
1590	PORTLAND CHRISTIAN SCHOOL
1591	PITT ACADEMY
1595	PRESENTATION ACADEMY
1596	BUECHEL METROPOLITAN HIGH SCHOOL
1597	VICTORY CHRISTIAN ACADEMY (Louisville)
1598	WESTERN MATH/SCIENCE HIGH SCHOOL
1600	SACRED HEART ACADEMY
1602	DESALES HIGH SCHOOL
1603	PEACE ACADEMY
1604	ST FRANCIS HIGH SCHOOL
1606	ST JAMES ACADEMY
1607	ST JOHNS ACADEMY
1610	ST XAVIER HIGH SCHOOL
1612	SENECA HIGH SCHOOL
1615	SHAWNEE SENIOR HIGH SCHOOL
1620	SOUTHERN HIGH SCHOOL
1636	WESTPORT TAPP HIGH SCHOOL
1640	VALOR TRADITIONAL ACADEMY
1644	JEFFERSON COUNTY VIRTUAL SCHOOL

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Code	High School Name
1645	LUDLOW HIGH SCHOOL
1649	CHRISTIAN EDUCATION CONSORTIUM
1661	WALDEN HIGH SCHOOL
1667	ACTS CHRISTIAN ACADEMY (Madisonville)
1669	GRACE BAPTIST SCHOOL (Madisonville)
1670	GRAPEVINE CHRISTIAN ACADEMY
1675	MADISONVILLE NORTH HOPKINS HIGH SCHOOL
1690	CLAY COUNTY HIGH SCHOOL
1692	MANCHESTER CHRISTIAN ACADEMY
1697	FRENCHBURG C C C
1700	CRITTENDEN COUNTY HIGH SCHOOL
1719	OPPORTUNITIES UNLIMITED (Martin)
1720	PIARIST SCHOOL
1723	LARCAN ACADEMY (Whitley City)
1729	CHARLES SHEDD RESEARCH ACADEMY
1732	GATEWAY ACADEMY HIGH SCHOOL
1733	GRAVES COUNTY HIGH SCHOOL
1734	MAYFIELD CREEK CHRISTIAN ACADEMY
1735	MAYFIELD HIGH SCHOOL
1736	NORTHSIDE BAPTIST CHRISTIAN SCHOOL (Mayfield)
1737	NEW BEGINNING CHRISTIAN ACADEMY (Mayfield)
1755	MASON COUNTY HIGH SCHOOL
1765	ST PATRICK HIGH SCHOOL
1770	SOUTH FLOYD HIGH SCHOOL (Hihat)
1780	JACKSON COUNTY HIGH SCHOOL
1781	PLEASANTVIEW BAPTIST SCHOOL (McQuady)
1804	MIDDLESBORO CHRISTIAN ACADEMY
1805	MIDDLESBORO HIGH SCHOOL
1810	EASTERN HIGH SCHOOL
1826	NEW HOPE CHRISTIAN ACADEMY (Midway)
1837	VICTORY TECHNICAL HIGH SCHOOL (Morganfield)
1840	MONTICELLO HIGH SCHOOL
1845	WAYNE COUNTY HIGH SCHOOL
1851	LAKESIDE CHRISTIAN ACADEMY (Morehead)
1854	ROWAN COUNTY CHRISTIAN ACADEMY
1855	ROWAN COUNTY HIGH SCHOOL
1856	CARVE ROCK CHRISTIAN ACADEMY (Morgantown)
1870	UNION COUNTY HIGH SCHOOL
1873	BELMONT CHRISTIAN ACADEMY
1875	BUTLER COUNTY HIGH SCHOOL
1877	OAK RIDGE CHRISTIAN ACADEMY
1885	DEMING HIGH SCHOOL
1896	FELLOWSHIP CHRISTIAN ACADEMY (Mt. Sterling)
1900	MONTGOMERY COUNTY HIGH SCHOOL
1910	ROCKCASTLE COUNTY HIGH SCHOOL
1914	BULLITT EAST HIGH SCHOOL
1920	HART COUNTY HIGH SCHOOL
1923	CALLOWAY COUNTY HIGH SCHOOL

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Code	High School Name
1926	EASTWOOD CHRISTIAN ACADEMY (Murray)
1935	MURRAY HIGH SCHOOL
1941	NEW HOPE ACADEMY INC
1952	HOPKINS COUNTY CENTRAL HIGH SCHOOL (was: WEST HOPKINS HIGH SCHOOL)
1955	HENRY COUNTY HIGH SCHOOL
1967	ST ROSE SCHOOL
1972	NEWPORT ALTERNATE HIGH SCHOOL
1973	NEWPORT CENTRAL CATHOLIC HIGH SCHOOL
1975	NEWPORT HIGH SCHOOL
1979	NORTHERN KENTUCKY LEARNING ACADEMY
1982	EAST JESSAMINE HIGH SCHOOL
1985	WEST JESSAMINE HIGH SCHOOL (was: JESSAMINE COUNTY HIGH SCHOOL)
1987	TABERNACLE CHRISTIAN ACADEMY (Nicholasville)
1989	JESSAMINE CAREER-TECH CENTER
2020	WEST CARTER HIGH SCHOOL
2030	ONEIDA BAPTIST INSTITUTE
2033	APOLLO HIGH SCHOOL
2037	VALLEY SCHOOL (Owensboro)
2040	DAVIESS COUNTY HIGH SCHOOL
2045	OWENSBORO CATHOLIC HIGH SCHOOL
2048	OWENSBORO SENIOR HIGH SCHOOL
2049	MAJESTY ACADEMY INC (Owensboro)
2060	LIGHTHOUSE CHRISTIAN ACADEMY (Owensboro)
2061	COLLEGIATE HIGH SCHOOL AT OWENSBORO CTC
2063	TRIPLETT SCHOOL (Owensboro)
2065	OWEN COUNTY HIGH SCHOOL
2070	BATH COUNTY HIGH SCHOOL
2072	BETHEL CHRISTIAN SCHOOL (Paducah)
2073	COMMUNITY CHRISTIAN ACADEMY (Paducah)
2080	LONE OAK HIGH SCHOOL
2085	PADUCAH TILGHMAN HIGH SCHOOL
2090	REIDLAND HIGH SCHOOL
2105	ST MARY HIGH SCHOOL
2107	VICTORY CHRISTIAN ACADEMY (Paducah)
2108	WEST KENTUCKY STATE VOCATIONAL TECH
2111	JOHNSON CENTRAL HIGH SCHOOL
2113	MAYO STATE VOCATIONAL/TECHNICAL SCHOOL
2115	PAINTSVILLE HIGH SCHOOL
2125	BOURBON COUNTY HIGH SCHOOL
2130	PARIS HIGH SCHOOL
2160	PHELPS HIGH SCHOOL
2163	CHRIST CTRL TRAINING SCHOOL AND ACADEMY
2170	PIKE COUNTY CENTRAL HIGH SCHOOL
2185	PIKEVILLE HIGH SCHOOL
2195	BELL COUNTY HIGH SCHOOL
2200	PINEVILLE HIGH SCHOOL

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Code	High School Name
2209	JUNE BUCHANAN SCHOOL
2218	PLEASURE RIDGE PARK HIGH SCHOOL
2230	MUHLENBERG SOUTH HIGH SCHOOL
2235	PRESTONSBURG HIGH SCHOOL
2245	CALDWELL COUNTY SENIOR HIGH SCHOOL
2249	LOUISVILLE CLASSICAL ACADEMY
2255	PROVIDENCE HIGH SCHOOL (Providence)
2265	RACELAND-WORTHINGTON HIGH SCHOOL
2266	NORTH HARDIN CHRISTIAN SCHOOL (Radcliff) (was: FELLOWSHIP CHRISTIAN ACADEMY)
2267	HARDIN CHRISTIAN ACADEMY
2274	OPEN DOOR CHRISTIAN ACADEMY (Paducah)
2276	HARVEST CHRISTIAN ACADEMY (Richmond)
2278	MADISON CENTRAL HIGH SCHOOL
2280	MODEL LABORATORY SCHOOL
2281	MADISON CHRISTIAN ACADEMY INC
2282	BLUEGRASS CHRISTIAN SCHOOL (Richmond)
2290	WHITLEY COUNTY ALTERNATIVE SCHOOL
2305	RUSSELL HIGH SCHOOL
2310	RUSSELL COUNTY HIGH SCHOOL
2313	FAITH CHRISTIAN SCHOOL (Russellville)
2315	RUSSELLVILLE HIGH SCHOOL
2338	LIVING WORD CHRISTIAN SCHOOL (St. Charles)
2368	MAGOFFIN COUNTY HIGH SCHOOL
2370	ELLIOTT COUNTY HIGH SCHOOL
2372	INFINITE POSSIBILITIES CHRISTIAN SCH. (Sandy Hook)
2379	VICTORY CHRISTIAN ACADEMY (Scottsville)
2380	ALLEN COUNTY SCOTTSVILLE HIGH
2402	CORNERSTONE CHRISTIAN ACAD (was LIVING WATERS)
2407	SHELBY COUNTY HIGH SCHOOL
2409	BULLITT CO. ADULT LEARNING CENTER (Shepherdsville)
2410	BULLITT CENTRAL HIGH SCHOOL
2412	NORTH BULLITT HIGH SCHOOL
2413	RIVERVIEW HIGH SCHOOL (Shepherdsville)
2414	ROLLING HILLS CHRISTIAN HIGH SCHOOL
2420	SILVER GROVE HIGH SCHOOL
2425	CORPUS CHRISTI HIGH SCHOOL (Simpsonville)
2427	WHITNEY YOUNG JOB CORPS CENTER
2444	LEDBETTER CHRISTIAN ACADEMY
2455	PULASKI COUNTY HIGH SCHOOL
2456	PULASKI CENTRAL ALTERNATIVE SCHOOL
2457	PULASKI COUNTY DAY TREATMENT
2458	SALINE CHRISTIAN ACADEMY
2460	SOMERSET HIGH SCHOOL
2462	SOUTHWESTERN HIGH SCHOOL
2463	HOPE RANCH ACADEMY (Somerset) (formerly TEMPLE CHRISTIAN)
2464	SOMERSET CHRISTIAN SCHOOL (West Somerset)

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Code	High School Name
2465	TABERNACLE CHRISTIAN ACADEMY (Somerset)
2479	HARVEST CHRISTIAN ACADEMY (South Portsmouth)
2485	WASHINGTON COUNTY HIGH SCHOOL
2491	FORT LOGAN HIGH SCHOOL
2495	LINCOLN COUNTY HIGH SCHOOL
2497	REDEMPTION ROAD CHRISTIAN ACADEMY (Stanford)
2500	POWELL COUNTY HIGH SCHOOL
2511	STURGIS CHRISTIAN SCHOOL
2535	SPENCER COUNTY HIGH SCHOOL
2542	TOLLESBORO JR SR HIGH SCHOOL
2545	MONROE COUNTY HIGH SCHOOL
2560	LARRY RYLE HIGH SCHOOL
2561	RANDALL K COOPER HIGH SCHOOL (Union)
2565	BEACON CENTRAL ALTERNATIVE SCHOOL (Utica)
2575	VALLEY HIGH SCHOOL
2580	LEWIS COUNTY HIGH SCHOOL
2584	DAVID L. BROWN CHRISTO-CENTRIC
2602	WOODFORD COUNTY HIGH SCHOOL
2610	NORTH HARDIN HIGH SCHOOL
2635	WALTON VERONA HIGH SCHOOL
2645	GALLATIN COUNTY HIGH SCHOOL
2647	PENTECOSTAL CHRISTIAN ACADEMY (Water Valley)
2665	MORGAN COUNTY HIGH SCHOOL
2670	HEATH HIGH SCHOOL
2694	LETCHER COUNTY CENTRAL HIGH SCHOOL
2700	TRINITY HIGH SCHOOL (Whitesville)
2702	SOUTH FORK CHRISTIAN ACADEMY (Whitley City)
2703	BEULAH MOUNTAIN CHRISTIAN ACADEMY
2704	MCCREARY CHRISTIAN ACADEMY
2705	MCCREARY CENTRAL HIGH SCHOOL
2715	WILLIAMSBURG HIGH SCHOOL
2718	WHITLEY COUNTY HIGH SCHOOL
2725	WILLIAMSTOWN HIGH SCHOOL
2735	CLARK COUNTY CHRISTIAN SCHOOL
2740	GEORGE ROGERS CLARK HIGH SCHOOL
2744	LANDMARK BAPTIST ACADEMY (Winchester)
2752	WINCHESTER CHRISTIAN ACADEMY
A001	OTHER ADAIR COUNTY HIGH SCHOOL
A003	OTHER ALLEN COUNTY HIGH SCHOOL
A005	OTHER ANDERSON COUNTY HIGH SCHOOL
A007	OTHER BALLARD COUNTY HIGH SCHOOL
A009	OTHER BARREN COUNTY HIGH SCHOOL
A011	OTHER BATH COUNTY HIGH SCHOOL
A013	OTHER BELL COUNTY HIGH SCHOOL
A015	OTHER BOONE COUNTY HIGH SCHOOL
A017	OTHER BOURBON COUNTY HIGH SCHOOL
A019	OTHER BOYD COUNTY HIGH SCHOOL
A021	OTHER BOYLE COUNTY HIGH SCHOOL

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Code	High School Name
A023	OTHER BRACKEN COUNTY HIGH SCHOOL
A025	OTHER BREATHITT COUNTY HIGH SCHOOL
A027	OTHER BRECKINRIDGE COUNTY HIGH SCHOOL
A029	OTHER BULLITT COUNTY HIGH SCHOOL
A031	OTHER BUTLER COUNTY HIGH SCHOOL
A033	OTHER CALDWELL COUNTY HIGH SCHOOL
A035	OTHER CALLOWAY COUNTY HIGH SCHOOL
A037	OTHER CAMPBELL COUNTY HIGH SCHOOL
A039	OTHER CARLISLE COUNTY HIGH SCHOOL
A041	OTHER CARROLL COUNTY HIGH SCHOOL
A043	OTHER CARTER COUNTY HIGH SCHOOL
A045	OTHER CASEY COUNTY HIGH SCHOOL
A047	OTHER CHRISTIAN COUNTY HIGH SCHOOL
A049	OTHER CLARK COUNTY HIGH SCHOOL
A051	OTHER CLAY COUNTY HIGH SCHOOL
A053	OTHER CLINTON COUNTY HIGH SCHOOL
A055	OTHER CRITTENDEN COUNTY HIGH SCHOOL
A057	OTHER CUMBERLAND COUNTY HIGH SCHOOL
A059	OTHER DAVIESS COUNTY HIGH SCHOOL
A061	OTHER EDMONSON COUNTY HIGH SCHOOL
A063	OTHER ELLIOTT COUNTY HIGH SCHOOL
A065	OTHER ESTILL COUNTY HIGH SCHOOL
A067	OTHER FAYETTE COUNTY HIGH SCHOOL
A069	OTHER FLEMING COUNTY HIGH SCHOOL
A071	OTHER FLOYD COUNTY HIGH SCHOOL
A073	OTHER FRANKLIN COUNTY HIGH SCHOOL
A075	OTHER FULTON COUNTY HIGH SCHOOL
A077	OTHER GALLATIN COUNTY HIGH SCHOOL
A079	OTHER GARRARD COUNTY HIGH SCHOOL
A081	OTHER GRANT COUNTY HIGH SCHOOL
A083	OTHER GRAVES COUNTY HIGH SCHOOL
A085	OTHER GRAYSON COUNTY HIGH SCHOOL
A087	OTHER GREEN COUNTY HIGH SCHOOL
A089	OTHER GREENUP COUNTY HIGH SCHOOL
A091	OTHER HANCOCK COUNTY HIGH SCHOOL
A093	OTHER HARDIN COUNTY HIGH SCHOOL
A095	OTHER HARLAN COUNTY HIGH SCHOOL
A097	OTHER HARRISON COUNTY HIGH SCHOOL
A099	OTHER HART COUNTY HIGH SCHOOL
A101	OTHER HENDERSON COUNTY HIGH SCHOOL
A103	OTHER HENRY COUNTY HIGH SCHOOL
A105	OTHER HICKMAN COUNTY HIGH SCHOOL
A107	OTHER HOPKINS COUNTY HIGH SCHOOL
A109	OTHER JACKSON COUNTY HIGH SCHOOL
A111	OTHER JEFFERSON COUNTY HIGH SCHOOL
A113	OTHER JESSAMINE COUNTY HIGH SCHOOL
A115	OTHER JOHNSON COUNTY HIGH SCHOOL
A117	OTHER KENTON COUNTY HIGH SCHOOL

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

Code	High School Name
A119	OTHER KNOTT COUNTY HIGH SCHOOL
A121	OTHER KNOX COUNTY HIGH SCHOOL
A123	OTHER LARUE COUNTY HIGH SCHOOL
A125	OTHER LAUREL COUNTY HIGH SCHOOL
A127	OTHER LAWRENCE COUNTY HIGH SCHOOL
A129	OTHER LEE COUNTY HIGH SCHOOL
A131	OTHER LESLIE COUNTY HIGH SCHOOL
A133	OTHER LETCHER COUNTY HIGH SCHOOL
A135	OTHER LEWIS COUNTY HIGH SCHOOL
A137	OTHER LINCOLN COUNTY HIGH SCHOOL
A139	OTHER LIVINGSTON COUNTY HIGH SCHOOL
A141	OTHER LOGAN COUNTY HIGH SCHOOL
A143	OTHER LYON COUNTY HIGH SCHOOL
A145	OTHER MCCRACKEN COUNTY HIGH SCHOOL
A147	OTHER MCCREARY COUNTY HIGH SCHOOL
A149	OTHER MCLEAN COUNTY HIGH SCHOOL
A151	OTHER MADISON COUNTY HIGH SCHOOL
A153	OTHER MAGOFFIN COUNTY HIGH SCHOOL
A155	OTHER MARION COUNTY HIGH SCHOOL
A157	OTHER MARSHALL COUNTY HIGH SCHOOL
A159	OTHER MARTIN COUNTY HIGH SCHOOL
A161	OTHER MASON COUNTY HIGH SCHOOL
A163	OTHER MEADE COUNTY HIGH SCHOOL
A165	OTHER MENIFEE COUNTY HIGH SCHOOL
A167	OTHER MERCER COUNTY HIGH SCHOOL
A169	OTHER METCALFE COUNTY HIGH SCHOOL
A171	OTHER MONROE COUNTY HIGH SCHOOL
A173	OTHER MONTGOMERY COUNTY HIGH SCHOOL
A175	OTHER MORGAN COUNTY HIGH SCHOOL
A177	OTHER MUHLENBERG COUNTY HIGH SCHOOL
A179	OTHER NELSON COUNTY HIGH SCHOOL
A181	OTHER NICHOLAS COUNTY HIGH SCHOOL
A183	OTHER OHIO COUNTY HIGH SCHOOL
A185	OTHER OLDHAM COUNTY HIGH SCHOOL
A187	OTHER OWEN COUNTY HIGH SCHOOL
A189	OTHER OWSLEY COUNTY HIGH SCHOOL
A191	OTHER PENDLETON COUNTY HIGH SCHOOL
A193	OTHER PERRY COUNTY HIGH SCHOOL
A195	OTHER PIKE COUNTY HIGH SCHOOL
A197	OTHER POWELL COUNTY HIGH SCHOOL
A199	OTHER PULASKI COUNTY HIGH SCHOOL
A201	OTHER ROBERTSON COUNTY HIGH SCHOOL
A203	OTHER ROCKCASTLE COUNTY HIGH SCHOOL
A205	OTHER ROWAN COUNTY HIGH SCHOOL
A207	OTHER RUSSELL COUNTY HIGH SCHOOL
A209	OTHER SCOTT COUNTY HIGH SCHOOL
A211	OTHER SHELBY COUNTY HIGH SCHOOL
A213	OTHER SIMPSON COUNTY HIGH SCHOOL

TABLE 13-B
HIGH SCHOOL CODES – NUMERICAL ORDER

<u>Code</u>	<u>High School Name</u>
A215	OTHER SPENCER COUNTY HIGH SCHOOL
A217	OTHER TAYLOR COUNTY HIGH SCHOOL
A219	OTHER TODD COUNTY HIGH SCHOOL
A221	OTHER TRIGG COUNTY HIGH SCHOOL
A223	OTHER TRIMBLE COUNTY HIGH SCHOOL
A225	OTHER UNION COUNTY HIGH SCHOOL
A227	OTHER WARREN COUNTY HIGH SCHOOL
A229	OTHER WASHINGTON COUNTY HIGH SCHOOL
A231	OTHER WAYNE COUNTY HIGH SCHOOL
A233	OTHER WEBSTER COUNTY HIGH SCHOOL
A235	OTHER WHITLEY COUNTY HIGH SCHOOL
A237	OTHER WOLFE COUNTY HIGH SCHOOL
A239	OTHER WOODFORD COUNTY HIGH SCHOOL
B121	GED CERTIFICATE
B122	NON-HIGH SCHOOL GRADUATE OR NON-GED
B123	HOME SCHOOLED
B200	OUT-OF-STATE HIGH SCHOOL

High School Name	Code
AHRENS NIGHT SCHOOL	1625
AHRENS TRADE SCHOOL	1630
ALL SAINTS HIGH SCHOOL (London)	0502
ALL SAINTS PREP ACADEMY	1506
ALLIANCE CHRISTIAN ACADEMY	1507
ALVATON HIGH SCHOOL	0030
ANGELA MERICI HIGH SCHOOL	1508
ANNVILLE INSTITUTE	0040
AUBURN HIGH SCHOOL	0073
BEREAN CHRISTIAN ACADEMY	2034
BETTER WAY CHRISTIAN ACADEMY	2307
BLUEGRASS CHRISTIAN SCHOOL	1518
BREMEN HIGH SCHOOL	0280
BURNSIDE HIGH SCHOOL	0335
CALVARY CHRISTIAN ACADEMY (Letcher)	1402
CALVARY HOLINESS CHRISTIAN ACADEMY (Brooks)	0299
CALVARY TEMPLE CHRISTIAN SCHOOL (Lovely)	1639
CAMARGO HIGH SCHOOL	1890
CANEYVILLE HIGH SCHOOL	0395
CARR CREEK HIGH SCHOOL	0415
CARTER HIGH SCHOOL	0425
CENTRAL CHRISTIAN SCHOOL	0146
CENTRAL CITY HIGH SCHOOL (NOW MUHLENBERG NORTH H.S.)	0455
CENTRAL KENTUCKY TREATMENT CENTER	1522
CHANDLERS HIGH SCHOOL	0075
CHAPEL PRAISE CHRISTIAN ACADEMY (Falmouth)	0792
CHILDREN'S TREATMENT SERV SCHOOL	1524
CHRISTIAN LIFE ACADEMY	1206
CLARKSON HIGH SCHOOL	0465
COMMUNITY CHRISTIAN SCHOOL	2296
CORNERSTONE CHRISTIAN ACADEMY	0274
CREATIVE EDUCATION CENTER	0121
CUBA HIGH SCHOOL	1725
CUMBERLAND HIGH SCHOOL	0610
DORTON HIGH SCHOOL (now SHELBY VALLEY HIGH SCHOOL)	0675
DOVE CHRISTIAN ACADEMY (Radcliff)	2268
DRAKESBORO CONSOLIDATED HIGH SCHOOL	0685
DURRETT HIGH SCHOOL	1527
EARLINGTON HIGH SCHOOL	0705
EASTWOOD TRADE SCHOOL	
NOW: ACADEMY FOR INDIVIDUAL EXCELLENCE	0724
ELKHORN CITY HIGH SCHOOL	0745
EMERSON HIGH SCHOOL	1521
EMMANUEL HARVESTER SCHOOL	1531
EUBANK HIGH SCHOOL	0775
EVARTS HIGH SCHOOL	0780
EZEL HIGH SCHOOL	0785
FAIRVIEW CHRISTIAN ACADEMY	2711
FAITH ACADEMY CHRISTIAN SCHOOL (Maysville)	1753

TABLE 13-C
CLOSED HIGH SCHOOL CODES – ALPHABETICAL ORDER

<u>High School Name</u>	<u>Code</u>
FAITH CHRISTIAN ACADEMY (Cox's Creek)	0127
FAITH TEMPLE CHRISTIAN HIGH SCHOOL	1536
FAMILIES FOR CHRIST CHRISTIAN ACADEMY (Louisville)	1634
FANCY FARM HIGH SCHOOL	0795
FARMDALE CHRISTIAN SCHOOL	1526
FARMINGTON HIGH SCHOOL	0800
FAYETTE COUNTY HIGH SCHOOL	1422
FEDERAL CORRECTIONAL INSTITUTE	0064
FEDS CREEK HIGH SCHOOL	0805
FERGUSON HIGH SCHOOL	0810
FIRST AMERICAN CHRISTIAN ACADEMY	1529
FIRST CHURCH OF GOD ACADEMY	1208
FLEMING-NEON HIGH SCHOOL	0825
FORDSVILLE HIGH SCHOOL	0840
FOUNDATION CHRISTIAN LIVING SCHOOL (Louisville)	0787
FREDONIA HIGH SCHOOL	0925
FREEDOM BAPTIST ACADEMY (Pikeville)	2165
FREEDOM CHRISTIAN ACADEMY (Mt. Sterling)	2071
GAMALIEL CONSOLIDATED HIGH SCHOOL	0950
GEORGETOWN HIGH SCHOOL	0970
GETHSEMANE CHRISTIAN HIGH SCHOOL	1532
GLEN LILY CHRISTIAN ACADEMY (Munfordville)	0400
GRACE CHRISTIAN ACADEMY (Irvine)	1267
GRACE FELLOWSHIP CHRISTIAN ACADEMY (Lexington)	1423
GRAHAM HIGH SCHOOL	1000
GREENVILLE HIGH SCHOOL(MIDDLE SCHOOL-1990)	1030
GREENWOOD HIGH SCHOOL	0292
HARRODSBURG HIGH SCHOOL	1075
HARVEST CHRISTIAN ACADEMY (Lexington)	1424
HAZEL GREEN ACADEMY	1125
HENDERSON CITY HIGH SCHOOL	1145
HENDERSON SETTLEMENT HIGH SCHOOL	0875
HERITAGE ADVANCED TRAINING INSTITUTE	1538
HERITAGE CHRISTIAN ACADEMY	2549
HIGH STREET HIGH SCHOOL	0260
HIGHLANDS PREPARATORY SCHOOL	2264
HOLY FAMILY HIGH SCHOOL	0065
HOPKINS COUNTY CENTRAL HIGH SCHOOL	1673
HUGHES KIRK HIGH SCHOOL	0170
IMMACULATE CONCEPTION HIGH SCHOOL	1100
IMMANUEL LUTHERAN HIGH SCHOOL	1542
IRVINE HIGH SCHOOL	1270
JAMES A. CAWOOD HIGH SCHOOL	1067
JEWISH COMMUNITY CENTER	1544
JOHNS CREEK HIGH SCHOOL NOW: PIKE COUNTY CENTRAL HIGH SCHOOL	2170
JOHNSON BRECKINRIDGE HIGH SCHOOL	1539
KENTON CENTRAL ALTERNATIVE	2140
KENTUCKY CHILDREN'S HOME RESIDENCE	1552
KENTUCKY YOUTH ACADEMY HIGH SCHOOL (Ashcamp)	0068

TABLE 13-C
CLOSED HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
KINGDOM COME SETTLEMENT HIGH SCHOOL	1470
KNOTT COUNTY HIGH SCHOOL	2210
LA SALLETTE ACADEMY	0560
LAKELAND CHRISTIAN ACADEMY	0353
LAUREL HILL CHRISTIAN ACADEMY	0722
LEATHERWOOD HIGH SCHOOL	1360
LETCHER HIGH SCHOOL	1403
LEWISBURG HIGH SCHOOL	1405
LIBERTY HIGH SCHOOL	1450
LIFE CHRISTIAN ACADEMY (Madisonville)	1671
LIGHTHOUSE CHRISTIAN ACADEMY (Dayton)	0668
LINCOLN GRANT HIGH SCHOOL	0565
LONE JACK HIGH SCHOOL	0870
LONGVIEW CHRISTIAN ACADEMY	0158
LOUISVILLE COVENANT SCHOOL	1571
LOUISVILLE URBAN VOCATIONAL CENTER (now RICE AUDUBON)	1551
LOWES HIGH SCHOOL	1638
LYNCH CHRISTIAN ACADEMY	1654
LYNCH HIGH SCHOOL	1655
LYNN GROVE HIGH SCHOOL	1665
LYNWOOD HIGH SCHOOL	1582
MADISON HIGH SCHOOL	2279
MADISONVILLE CHRISTIAN SCHOOL	1672
MAGOFFIN BAPTIST INSTITUTE	1880
MAJESTY CHRISTIAN SCHOOL (Owensboro) (was GOOD SHEPHERD)	2042
MARGARET HALL SCHOOL	2595
MARION CHURCH OF GOD CHRISTIAN SCHOOL	1702
MARTIN HIGH SCHOOL	1715
MAYKING CHRISTIAN SCHOOL	1742
MAYSVILLE AREA VOCATIONAL EDUCATION	1747
MAYSVILLE HIGH SCHOOL	1750
MAYTOWN HIGH SCHOOL	1345
MCDOWELL CONSOLIDATED HIGH SCHOOL NOW: SOUTH FLOYD HIGH SCHOOL	1770
MCVEIGH CHRISTIAN SCHOOL	1790
MILLARD HIGH SCHOOL	1130
MILLCREEK TECHNICAL CENTER	1583
MILLERSBURG MILITARY ACADEMY	1830
MINERVA HIGH SCHOOL	1835
MOUNTAIN CHRISTIAN ACADEMY	1717
MT ST JOSEPH ACADEMY	1695
MT STERLING HIGH SCHOOL	1905
MULLINS HIGH SCHOOL	2173
NANCY HIGH SCHOOL	1940
NEW BEGINNINGS CHRISTIAN ACADEMY (Morehead)	1852
NEW COVENANT ACADEMY	1436
NEW LIFE CHRISTIAN SCHOOL (Carrollton)	0422
NEWPORT CHRISTIAN ACADEMY	1974

TABLE 13-C
CLOSED HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
NINTH & O CHRISTIAN SCHOOL	1588
NORTON ACADEMY	1458
NORWOOD CHRISTIAN ACADEMY (Somerset)	2454
OLMSTEAD HIGH SCHOOL	2025
ORCHARD STREET CHRISTIAN SCHOOL	0756
ORMSBY VILLAGE SCHOOL	0035
OUR LADY HIGHLANDS HIGH SCHOOL	0860
OUR LADY PROVIDENCE ACADEMY	1970
OWENSBORO CHRISTIAN ACADEMY	2046
PADUCAH CHRISTIAN ACADEMY	0236
PHELPS CHRISTIAN ACADEMY	2159
PINE KNOTT HIGH SCHOOL	2190
PIONEER CHRISTIAN ACADEMY (Sidney)	2418
POTTER ORPHAN HOME/SCHOOL	0261
RALPH BUNCHE HIGH SCHOOL	0985
REVELATION BAPTIST ACADEMY	1442
RICE AUDUBON SCHOOL	1551
RIVERVIEW HIGH SCHOOL	1165
ROSENWALD HIGH SCHOOL	1680
SAINT CAMILLUS ACADEMY	0515
SAINT JOHN EVANGELIST HIGH SCHOOL	2100
SAINT MARY'S COLLEGE HIGH SCHOOL	2345
SAINT ROMUALD HIGH SCHOOL	1055
SAINT THOMAS HIGH SCHOOL	0865
SCIENCE HILL CHRISTIAN ACADEMY	2371
SCOTTSVILLE HIGH SCHOOL	2385
SEDALIA HIGH SCHOOL	2395
SHELBYVILLE HIGH SCHOOL	2405
SHIVELY CHRISTIAN SCHOOL	1616
SHOPVILLE HIGH SCHOOL	2415
SOUTH HOPKINS HIGH SCHOOL	2000
SOUTH LOUISVILLE CHRISTIAN	1619
SOUTHLAND CHRISTIAN SCHOOL	2097
SOUTHWESTERN CHRISTIAN SCHOOL	1621
STUART HIGH SCHOOL	2578
SYMSONIA HIGH SCHOOL	2530
TABERNACLE CHRISTIAN HIGH SCHOOL NOW: NEW HOPE CHRISTIAN ACADEMY (Midway)	1826
THOMAS JEFFERSON HIGH SCHOOL	1633
TOLLESBORO HIGH SCHOOL	2540
TRAINING SCHOOL – WKU	0250
TRINITY CHRISTIAN ACADEMY (Auburn)	0078
TURKEY CREEK CHRISTIAN ACADEMY	2550
UNITED CHRISTIAN ACADEMY (LaGrange)	0320
UNITED PENTECOSTAL CHURCH ACADEMY	1445
UNIVERSITY BRECKINRIDGE SCHOOL	1850
VICTORY BAPTIST SCHOOL (Florence)	0839
VIRGIE HIGH SCHOOL (MIDDLE SCHOOL 1990)	2615

TABLE 13-C
CLOSED HIGH SCHOOL CODES – ALPHABETICAL ORDER

High School Name	Code
WAYLAND HIGH SCHOOL	2655
WEST HARDIN HIGH SCHOOL (MIDDLE SCHOOL-1990)	2508
WESTERN ANDERSON HIGH SCHOOL	2430
WESTPORT ROAD HIGH SCHOOL	1637
WHEELWRIGHT HIGH SCHOOL	2680
WHITESBURG HIGH SCHOOL	2695
WILLISBURG HIGH SCHOOL	2730
WINCHESTER CHRISTIAN ACADEMY	2754
WINGO HIGH SCHOOL	2760
WOERMER METROPOLITAN SCHOOL	1557
WOODBRIDGE ACADEMY	1413
WOODLAND HILLS CHRISTIAN SCHOOL	1072

TABLE 15

DECLARED MAJOR AND PROGRAM PREFIX CODES

Code	Declared Major or Program Prefix
C	Certificate
A	Associate Degree
B	Baccalaureate Degree
M	Master's Degree
S	Specialist's Degree
D	Doctor's Degree – Research/Scholarship
P	Doctor's Degree – Professional Practice
N	Nondegree
U	Not Designated, Undecided, Undeclared
H	House Staff
L	Diploma
T	Training – KCTCS Workforce training (enrollment reporting only)

TABLE 16-A
CLASSIFICATION OF INSTRUCTIONAL PROGRAMS (CIP) CODES

(To be used in reporting Course Inventory)

01. Agriculture, Agriculture Operations, and Related Sciences
03. Natural Resources and Conservation
04. Architecture and Related Services
05. Area, Ethnic, Cultural and Gender Studies
09. Communications, Journalism, and Related Programs
10. Communications Technologies/Technicians and Support Services
11. Computer and Information Sciences and Support Services
12. Personal and Culinary Services
13. Education
14. Engineering
15. Engineering Technologies/Technicians
16. Foreign Languages, Literatures, and Linguistics
19. Family and Consumer Sciences/Human Sciences
22. Legal Professions and Studies
23. English Language and Literature/Letters
24. Liberal Arts and Sciences, General Studies, and Humanities
25. Library Science
26. Biological and Biomedical Sciences
27. Mathematics and Statistics
29. Military Technologies
30. Multi/Interdisciplinary Studies
31. Parks, Recreation, Leisure, and Fitness Studies
32. Basic Skills
33. Citizenship Activities
34. Health-Related Knowledge and Skills
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
41. Science Technologies/Technicians
42. Psychology
43. Security and Protective Services
44. Public Administration and Social Service Professions
45. Social Sciences
46. Construction Trades
47. Mechanics and Repair Technologies/Technicians
48. Precision Production
49. Transportation and Materials Moving
50. Visual and Performing Arts
51. Health Professions and Related Clinical Sciences
52. Business, Management, Marketing, and Related Support Services
54. History
60. Dental, Medical, and Veterinary Residency Programs

TABLE 16-B
UNDECLARED AND NONDEGREE CODES

Code	Program Description
00.0000	Not Designated/Undecided/Undeclared
90.0000	Nondegree

TABLE 17

PROGRAMS

Beginning in fall 2011, CPE will maintain two versions of the Program Inventory, both available to data submitters online.

The "live" version with the most recent changes requested by institutional academic affairs staff as approved by CPE's academic affairs unit can be found on the Data Portal on the CPE website (link is below). Choose "Program Inventory"; then select your institution and "all" from the CIP drop down box for a complete list of your institution's programs which can be exported to an Excel spreadsheet.

http://dataportal.cpe.ky.gov/AcadProg.shtm

In addition to this live program inventory, CPE will take a snapshot of the program inventory which will be used for the edits and data cleaning of that file. This will be the case for all enrollment and degrees collections. A copy of this snapshot will be placed on the data submitters SharePoint site for reference during the data cleaning process.

TABLE 18

BUILDING OWNERSHIP CODES

Code   **Description**

1   Owned in fee simple

2   Title vested in the institution and being paid for on an amortization schedule (regardless of whether the building is shared with another institution or organization).

3   Title vested in a holding company or building corporation to which payments are being made by the institution; title will ultimately pass to the institution. (Includes lease-purchase arrangements.)

4   Not owned by the institution, but leased or rented to the institution at a typical local rate.

5   Not owned by the institution, but made available to the institution either at no cost or at a nominal rate.

6   Not owned by the institution, but shared with an educational organization that is not a postsecondary institution.

7   Not owned by the institution, but shared with another postsecondary educational institution.

8   Other (e.g., not owned by the institution, but shared with a noneducational institution).

9   Title vested in an affiliated corporation, but made available to the institution either at no cost, a typical local rate, or at a nominal rate.

Note: Leases are to be reported under Codes 4-9.

TABLE 20-A
OUTLINE OF ROOM USE CODES

100	**Classroom Facilities**		**500**	**Special Use Facilities (Continued)**
	110 Classroom			540 Clinic
	115 Classroom Service			545 Clinic Service
200	**Laboratory Facilities**			550 Demonstration
	210 Class Laboratory			555 Demonstration Service
	215 Class Laboratory Service			
				560 Field Building
	220 Open Laboratory			
	225 Open Laboratory Service			570 Animal Quarters
	250 Research/Nonclass Laboratory			575 Animal Quarters Service
	255 Research/Nonclass Lab Service			
				580 Greenhouse
300	**Office Facilities**			585 Greenhouse Service
	310 Office			
	315 Office Service			590 Other (All Purpose)
	350 Conference Room		**600**	**General Use Facilities**
	355 Conference Room Service			610 Assembly
				615 Assembly Service
	390 Office Space - Dormitory			
				620 Exhibition
400	**Study Facilities**			625 Exhibition Service
	410 Study Room			
				630 Food Facility
	420 Stack			635 Food Facility Service
	430 Open-Stack Study Room			640 Day Care
				645 Day Care Service
	440 Processing Room			
				650 Lounge
	455 Study Service			655 Lounge Service
	490 Dormitory Study Space			660 Merchandising
				665 Merchandising Service
500	**Special Use Facilities**			
	510 Armory			670 Recreation
	515 Armory Service			675 Recreation Service
	520 Athletic or Physical Education			
	523 Athletic Facilities Spectator Seating			680 Meeting Room
	525 Athletic or Physical Educ. Service			685 Meeting Room Service
	530 Media Production			
	535 Media Production Service			

TABLE 20-A (Continued)

700 Support Facilities

710	Central Computer or Telecommunications
715	Central Computer or Telecommunications Service
720	Shop
725	Shop Service
730	Central Storage
735	Central Storage Service
740	Vehicle Storage
745	Vehicle Storage Service
750	Central Service
755	Central Service Support
760	Hazardous Materials
765	Hazardous Materials Service

800 Health Care Facilities

810	Patient Bedroom
815	Patient Bedroom Service
820	Patient Bath
830	Nurse Station
835	Nurse Station Service
840	Surgery
845	Surgery Service
850	Treatment/Examination
855	Treatment/Examination Service
860	Diagnostic Service Laboratory
865	Diagnostic Service Laboratory Support Service
870	Central Supplies
880	Public Waiting

890	Staff On-Call Facility
895	Staff On-Call Facility Service

900 Residential Facilities

910	Sleep/Study without Toilet or Bath
919	Toilet or Bath
920	Sleep/Study with Toilet or Bath
935	Sleep/Study Service
950	Apartment
955	Apartment Service
970	House

000 Unclassified Facilities

050	Inactive Area
060	Alteration or Conversion Area
070	Unfinished Area

Nonassignable Area

PPP	President's Residence
VVV	Toilet - Facilities other than Dormitories
WWW	Circulation Area
XXX	Building Service
YYY	Mechanical Area

Structural Area

ZZZ	Structural Area

TABLE 21

LAND HOLDINGS OWNERSHIP CODES

Code	Description
1	Land owned by university or an affiliated corporation.
2	Land leased by university or an affiliated corporation.
3	Land not owned by the institution, but made available to the institution either at no cost or at a nominal cost.

Table 25
AFFILIATED AND NONAFFILIATED CORPORATIONS, FOUNDATIONS, AND FIDUCIARIES

Institution	Affiliated Corporations or Foundations	Nonaffiliated Corporations or Foundations or Any Other Fiduciary
Eastern Kentucky University	~~Eastern Kentucky University Foundation~~	Eastern Kentucky University Foundation
Kentucky Community and Technical College System	None	KCTCS Foundation, Inc
Kentucky State University	None	Kentucky State University Foundation, Inc.
Morehead State University	The Kentucky Folk Art Center, Inc.	Morehead State University Foundation, Inc.
Murray State University	None	Murray State University Foundation Murray State University Athletic Foundation, Inc.
Northern Kentucky University	Northern Kentucky University Research Foundation	Northern Kentucky University Foundation, Inc. Chase College Foundation, Inc.
University of Kentucky	University of Kentucky Athletic Association ~~University of Kentucky Business Partnership Foundation, Inc.~~ University of Kentucky Center on Aging Foundation, Inc. University of Kentucky Gluck Equine Research Foundation, Inc. University of Kentucky Humanities Foundation, Inc. The Fund for the Advancement of Education and Research in the UK Medical Center University of Kentucky Mining Engineering Foundaion, Inc. University of Kentucky Research Foundation Central Kentucky Management Services, Inc. ~~Kentucky Tobacco Research and Development Center~~ ~~UK Alumni Association~~ ~~UK Health Care Hospital System~~ ~~UK Faculty Club, Inc.~~	Kentucky Medical Services Foundation ~~UK Faculty Club, Inc.~~
University of Louisville	University of Louisville Research Foundation, Inc. University of Louisville Athletic Association, Inc. University of Louisville Medical School Fund, Inc.	University of Louisville Foundation, Inc.
Western Kentucky University	None	The College Heights Foundation Western Kentucky University Research Foundation Student Life Foundation Western Kentucky University Foundation

TABLE 26

CIP 32 COURSE CODES

Code	Course
1	Remedial - English
2	Remedial - Mathematics
3	Remedial - Science
4	Remedial - Reading
5	Non-Remedial - Reading/Learning/Study Skills
6	English for Foreign Students
7	Orientation
8	Professional/Career
9	Nonremedial, Other – Nonremedial basic skills courses not covered by categories 5, 6, 7, or 8.
0	Remedial, Learning Skills/Other – Remedial courses not included in remedial categories 1, 2, 3, or 4.

TABLE 28

REGIONAL POSTSECONDARY EDUCATION CENTERS

Code	Center
21	South East Regional Postsecondary Education Center London, Corbin, and Somerset
22	Southern Regional Postsecondary Education Center Glasgow
23	Central Regional Postsecondary Education Center Elizabethtown
24	North East Regional Postsecondary Education Center Prestonsburg
25	West Regional Postsecondary Education Center Hopkinsville
26	South Central Regional Postsecondary Education Center Albany
27	University Center of the Mountains

TABLE 29

OFF-CAMPUS COURSE SITES

EASTERN KENTUCKY UNIVERSITY

Code	Site	County
001	Beattyville	Lee
002	Bowling Green	Warren
003	Booneville	Owsley
004	Corbin	Whitley
005	Cynthiana	Harrison
006	Danville	Boyle
007	Frankfort	Franklin
008	Fort Knox	Hardin
009	Hazard	Perry
010	Jackson	Breathitt
011	Lexington	Fayette
012	Liberty	Casey
013	London	Laurel
014	Louisville	Jefferson
015	Manchester	Clay
016	McKee	Jackson
017	Monticello	Wayne
018	Mt. Vernon	Rockcastle
019	Paint Lick	Garrard
020	Pineville	Bell
021	Somerset	Pulaski
022	Stanford	Lincoln
023	Stanton	Powell
025	Beaver Dam	Ohio
026	Ashland	Boyd
027	Bardstown	Nelson
028	Barbourville	Knox
029	Fort Mitchell	Kenton
030	Berea	Madison
031	Beverly	Bell
032	Broadhead	Rockcastle
033	Campbellsville	Taylor
034	Campton	Wolfe
035	Carrollton	Carroll
036	Oneida	Clay
037	Columbia	Adair
038	Covington	Kenton
039	Clay City	Powell
040	Cumberland	Harlan
041	Dry Ridge	Grant
042	Durrett High School	Jefferson
043	Eddyville	Lyon
044	Elizabethtown	Hardin
045	Falmouth	Pendleton
046	Fern Creek	Jefferson
047	Florence	Boone
048	Fulton	Fulton

TABLE 29 (Continued)

EASTERN KENTUCKY UNIVERSITY (Continued)

Code	Site	County
051	Grayson	Carter
052	Glasgow	Barren
053	Georgetown	Scott
054	Gray Hawk	Jackson
055	Harlan	Harlan
056	Harrodsburg	Mercer
057	Horse Creek	Clay
058	Harrison County	Harrison
059	Henderson	Henderson
060	Highland Heights	Campbell
061	Hopkinsville	Christian
062	Hyden	Leslie
063	Irvine	Estill
064	Jenkins	Letcher
065	Jeffersontown	Jefferson
066	Golden Pond	Trigg
067	LaGrange	Oldham
068	Lancaster	Garrard
069	Lebanon	Marion
070	Leitchfield	Grayson
071	Lyndon	Jefferson
072	Madisonville	Hopkins
073	Mayfield	Graves
074	Middlesboro	Bell
075	Morehead	Rowan
076	Mt. Sterling	Montgomery
077	Murray	Calloway
078	Maysville	Mason
079	Nazareth	Nelson
080	Neon	Letcher
081	Nicholasville	Jessamine
082	Newport	Campbell
083	Olive Hill	Carter
084	Owensboro	Daviess
085	Paducah	McCracken
086	Paris	Bourbon
087	Prestonsburg	Floyd
088	Pikeville	Pike
089	Pippa Passes	Knott
090	Paintsville	Johnson
091	Providence	Webster
092	Pleasure Ridge Park	Jefferson

TABLE 29 (Continued)

EASTERN KENTUCKY UNIVERSITY (Continued)

Code	Site	County
093	Salvisa	Mercer
094	Sand Gap	Jackson
095	Shepherdsville	Bullitt
096	Springfield	Washington
097	St. Matthews	Jefferson
098	Shelbyville	Shelby
099	Thelma	Johnson
100	Williamsburg	Whitley
101	Whitley City	McCreary
102	Whitesburg	Letcher
103	Winchester	Clark
104	Versailles	Woodford
105	KTLN	Bath
106	Bracken	
107	KTLN	Anderson
108	KTLN	Owen
109	Buckhorn	Perry
110	Madison Central High School	Madison
111		Gallatin
112		Russell

KENTUCKY STATE UNIVERSITY

Code	Site	County
001	Eminence	Henry
002	Georgetown	Scott
003	Lawrenceburg	Anderson
004	Lexington	Fayette
005	Louisville	Jefferson
006	Owenton	Owen
007	Shelbyville	Shelby

MOREHEAD STATE UNIVERSITY

Code	Site	County
001	Ashland	Boyd
002	Belfry	Pike
003	Inez	Martin
004	Jackson	Breathitt
005	Maysville	Mason
006	Mt. Sterling	Montgomery
007	Paintsville	Johnson
008	Pikeville	Pike
009	Prestonsburg	Floyd
010	West Liberty	Morgan
011	Whitesburg	Letcher

TABLE 29 (Continued)

MOREHEAD STATE UNIVERSITY (Continued)

Code	Site	County
012	Eastern Ky Correc Fac - West Liberty	Morgan
013	Pippa Passes	Knott
014	Lexington	Fayette
015	West Carter High School	Carter
016	Perry County High School	Perry
017	Avon Army Depot	Clark
018	Magoffin County High School	Magoffin
019	Hihat	Floyd
020	Raceland	Greenup
021	Bath County High School	Bath
022	Flemingsburg High School	Fleming
023	Louisa	Lawrence
024	Vanceburg	Lewis
025	Winchester	Clark
026	Hindman	Knott
027	Portsmouth	Ohio
028	Rowan Technical College	Rowan
029	Ashland Technical College	Boyd
030	Mayo Technical College	Johnson
031	Menifee County High School	Menifee
032	Wolfe County High School	Wolfe
033	Hazard	Perry
034	Somerset	Pulaski
035	Rowan County High School	Rowan
036	Elliott County High School	Elliott
037	East Carter County High School	Carter
038	Russell Independent High School	Greenup
039	Salyersville	Magoffin
040		
041		
042		
043	Phelps High School	Pike
044	Powell County High School	Powell
045	Morgan County High School	Morgan
046	Pike Central High School	Pike
047		
048		
049		
050		
051		
052		
053		
054	Henry Clay High School	Fayette

TABLE 29 (Continued)

MURRAY STATE UNIVERSITY

Code	Site	County
001	Ft. Campbell	Christian
002	Henderson	Henderson
003	Hopkinsville	Christian
004	Madisonville	Hopkins
005	Morganfield	Union
006	Paducah	McCracken
007	Eddyville	Lyon
009	Fulton	Fulton
010	Owensboro	Daviess
011	Earl Clements Job Corp	Union
012	Job Corp Satellite	Muhlenberg
013	Princeton	Caldwell
014	Germany	--
015	Bregenz, Austria	--
016	Reidland High School	McCracken
017	Marshall Co. High School	Marshall
018	Ballard Co. Vocational School	Ballard
019	Union Co. High School	Union
020	Carlisle County High School	Carlisle
021	University of Louisville	Jefferson
022	Crittenden County High School	Crittenden
023	Hickman County High School	Hickman
024	Trover Clinic	Hopkins
025	Spain	--
026	Cambridge	United Kingdom
027	Ecuador	--
028	Fulton City High School	Fulton
029	Fulton County High School	Fulton
030	Hong Kong	--
031	Mexico	--
032	Heath High School	McCracken
033	Breathitt Veterinarian Center	Christian
034	Britain	United Kingdom
035	Caldwell County High School	Caldwell
036	Lexington	Fayette
037	Dawson Springs High School	Hopkins
038	China	BCH
039	Oxford	BUK
040	Munich	Germany
041	Mayfield	Graves
042	France	
043	Paris	Tennessee
044	Wickliffe Mounds	Ballard
045	Italy	
046	Outwood	Hopkins

TABLE 29 (Continued)

MURRAY STATE UNIVERSITY (Continued)

Code	Site	County
047	Costa Rica	
048	Regensburg	Germany
049	Salzburg	Austria
050	LBL	Trigg
051	Marion	Crittenden
052	Trigg County High School	Trigg
053	Australia	
054	New Zealand	
055	Ireland	
056	Bowling Green	Warren
057	Scotland	
058	Washington, D.C.	
059	Rome	Italy
060	Florence	Italy
061	Brazil	
062	Japan	
063	Greece	
064	Puerto Rico	
065	Lyon County High School	Lyon
066	Denmark	
067	Jackson Purchase Medical Center	Graves
068	South Korea	BKS
069	Muhlenberg South High School	Muhlenberg
070	Lone Oak High School	McCracken
071	Somerset	Pulaski
072	Graves County High School	Graves
073	Shelbyville	Shelby
074	Georgetown	Scott
075	Covington	Kenton
076	Paintsville	Johnson
077	Four Rivers Center	McCracken
078	Turkey	BTU
079	Thailand	BTH
080	Cameroon	BCM
081	Hazard	Perry
082	Elizabethtown	Hardin
083	Maysville	Mason
084	Newport	Campbell
085	Cyprus	
086	Belize	
087	Richmond	Madison
088	West Ky. Correctional Facility	Caldwell
089	Livingston County High School	Livingston
090	McCracken Board of Education	McCracken
091	Paducah Tilghman High School	McCracken

TABLE 29 (Continued)

MURRAY STATE UNIVERSITY (Continued)

Code	Site	County
092	St. Clair Med Center	Rowan
093	Jamaica	BJM
094	Chile	BCI
095	Kansas City	Missouri B29
096	Czech Republic	BEZ
097	Argentina	BAR
098	Ukraine	BUP
099	Poland	BPL
100	Vienna, Austria	BAU
101	Florence	Boone
102	Salyersville	Magoffin
103	Jackson Purchase Gun Club	Calloway
104	Morocco	BMO
105	Calloway County High School	Calloway
106	Murray High School	Calloway
107	London	BUK
108	Erlanger	Kenton
109	Hancock Biological Station	Calloway
110		Franklin

NORTHERN KENTUCKY UNIVERSITY

001	Alexandria – Campbell Co. H.S.	Campbell
002	Burlington – Boone Co. H.S.	Boone
003	Carrollton – Carroll Co. H.S.	Carroll
004	Cincinnati – Jewish Hospital	Hamilton, Ohio
005	Holmes High School/Covington	Kenton
006	Crescent Springs	Kenton
007	Crestview Hills – Square D Co.	Kenton
008	Dry Ridge – Grant Co. H.S.	Grant
009	Elizabethtown	Hardin
010	Falmouth – Pendleton Co. H.S.	Pendleton
011	Fort Thomas – St. Luke Hosp. East	Campbell
012	Florence – St. Luke Hosp. West	Boone
013	Glencoe	Gallatin
014	Hebron	Boone
015	Park Hills	Kenton
016	Walton	Boone
017	Batavia – Clermont Co. Hospital	Clermont, Ohio
018	Edgewood – St. Elizabeth Hosp. So.	Kenton
019	Anderson Township – Mercy Hosp.	Clermont, Ohio
020	Ninth District Elem./Covington	Kenton
021	Dixie Heights H.S./Erlanger	Kenton
022	Highland Heights – Voc/Tech School	Campbell
023	Woodland Middle School	Kenton

TABLE 29 (Continued)

NORTHERN KENTUCKY UNIVERSITY (Continued)

Code	Site	County
024	Mazak (Florence)	Boone
025	Internal Revenue Service	Kenton
026	Augusta High School	Bracken
027	Christ Hospital	OH
028	Redwood Rehab Center	Kenton
029	Southgate Public School	Campbell
030	Williamstown High School	Grant
031	Covington City Building	Kenton
032	United Kingdom	BUK
033	HG1-St. Eliz., Christ, Good Sam., Univ., St. Luke, Mercy, Deaconess	B99
034	HG2-St. Eliz., Christ, Good Sam., Univ., St. Luke, Mercy, Deaconess, Francisc.	B99
035	HG3-St. Eliz, Christ, Good Sam., Univ., St. Luke, Mercy	B99
036	HG4-Children's, Univ., Shriners, Jewish, Christ, Rothert Homecare	B99
037	HG5-St. Eliz., Good Sam., Univ., Children's	B99
038	St. Elizabeth Hospital – North	Kenton
039	Grant Co. Foun. for Higher Ed.	Grant
040	St. Luke-West/St. Eliz.-North	B21
041	St. Eliz.-North/Jewish	B99
042	Urban Learning Center	Kenton
043	R A Jones, Crescent Springs	Kenton
044	Rockwell International	Boone
045	Gene O. Swing Elementary	Kenton
046	Sixth District Elementary School	Kenton
047	Metropolitan Educ. & Training Serv.	Kenton
048	Christ and Good Samaritan Hospitals	B39
049	Deaconess, Mercy Anderson, St. Elizabeth So. Hospitals	B99
050	Maysville Community College	Mason
051	N. Ky. Tech. Coll. – Covington	Kenton
052	N. Ky. Tech. Coll. – Edgewood	Kenton
053	DHL Worldwide Express – Erlanger	Kenton
054	Australia	BAS
055	Austria	BAU
056	Canada	BCA
057	China	BCI
058	Ecuador	BEC
059	France	BFR
060	Germany	BGM
061	Greece	BGR
062	Ireland	BEI

TABLE 29 (Continued)

NORTHERN KENTUCKY UNIVERSITY (Continued)

Code	Site	County
063	Italy	BIT
064	Mexico	BMX
065	New Zealand	BNZ
066	Spain	BSP
067	Bath County High School	Bath
068	Northern Elementary School	Scott
069	River Ridge Elem. School	Kenton
070	Newport Middle School	Campbell
071	Barbados	BBB
072	Northern Ky. Head Start	Campbell
073	N. Ky./Cincinnati Intl. Airport	Boone
074	METS/River Center	Kenton
075	Comair Training Facility	Kenton
076	Xavier University	B39
077	Kenya – International Program	BKE
078	Urban Learning Center/Dayton H.S.	Campbell
079	Ryle High School	Boone
080	Thomas More College	Kenton
081	Walton-Verona High School	Boone
082	University Hospital	B39
083	Mercy Franciscan	B39
084	Beechwood Elementary School	Kenton
085	Denmark	BDA
086	Dearborn Co. Hospital	B18
087	Veteran's Admin. Hospital	B39
088	Japan	BJA
089	Bethesda North Hospital	B39
090	Good Samaritan Hospital	B39
091	St Luke E, St Luke W Hospitals	B21
092	St Luke E and Jewish Hospitals	B99
093	St Luke E, Mercy Hospital Clermont	B99
094	Dearborn Co Hosp, St Luke W Hosp	B99
095	Jewish Hosp, Mercy Hosp Clermont	B39
096	Mercy Hosp Anderson, St Luke E	B99
097	St Elizabeth S, St Luke W	B21
098	Dearborn Co Hosp, St Luke E	B99
099	St Luke W, Jewish Hospital	B99
100	Cincinnati Art Museum	B39
101	Shriner's Hospital, Cincinnati	B39
102	METS Center, Hebron	Boone
103	Children's Hosp/Medical Ctr	B39
104	Deaconess Hospital	B39
105	Belize	BBH
106	Jamaica	BJM
107	Summit Behavioral Healthcare	B39

TABLE 29 (Continued)

NORTHERN KENTUCKY UNIVERSITY (Continued)

Code	Site	County
108	NKU Grant County Center	Grant
109	Ghana	BGH
110	Bracken County High School	Bracken
111	Urban Learning Center	Kenton
112	Citigroup	Boone
113	Saint Bernard High School	B39
114	Ludlow High School	Kenton
115	Connor High School	Boone
116	Bellevue High School	Campbell
117	North Key Community Care	Kenton
118	Health South-Northern Ky Rehab Hsp	Kenton
119	Newport Middle School	Campbell
120	Scott High School	Kenton
121	India	BIN
122	Simon Kenton High School	Kenton
123	Fidelity Investments, Covington	Kenton
124	Israel	BIS
125	Peru	BPE
126	Kenton County Board of Educ.	Kenton
127	Costa Rica	BCS
128	Lloyd Memorial High School	Kenton
129	Academic Center for Educ. Services	Campbell
130	Campbell Ridge Elementary School	Campbell
131	United Arab Emirates	BAE
132	Cameroon	BCM
133	National Underground Freedom Center	B39
134	Centro De Amistad	Kenton
135	Cooper High School	Boone
136	Tri-Health	B39
137	Multiple Schools	BMS
138	Multiple Sites	BMS
139	Egypt	BEG
140	Bangladesh	BBG

UNIVERSITY OF KENTUCKY

Code	Site	County
001	Cumberland	Harlan
002	Elizabethtown	Hardin
003	Highland Heights	Campbell
004	Lebanon	Marion
005	London	Laurel
006	Louisville	Jefferson
007	Madisonville	Hopkins
008	Morehead	Rowan
009	Nicholasville	Jessamine

TABLE 29 (Continued)

UNIVERSITY OF KENTUCKY (Continued)

Code	Site	County
010	Versailles	Woodford
011	Winchester	Clark
012	Hazard	Perry
013	Owensboro	Daviess
014	Paducah	McCracken
015	Somerset	Pulaski
016	Walton	Boone
017	Bowling Green	Warren
018	Covington	Kenton
020	Princeton	Caldwell
021	Shakertown	Mercer
022	Frankfort	Franklin
023	Ashland	Boyd
024	Berea	Madison
025	Prestonsburg	Floyd
026	Hindman	Knott
027	Henderson	Henderson
028	Bardstown	Nelson
029	Ken State Park	Marshall
030	Maysville	Mason
031	Corbin	Knox
032	Louisa	Lawrence
033	Sharpsburg	Bath
034	Rough River St Park	Breckinridge
035	Robinson Forest	Breathitt
036	Falmouth	Pendleton
037	Hopkinsville	Christian
038	Monticello	Wayne
039	Glasgow	Barren
040	Grand Rivers	Livingston
041	Salvisa	Mercer
042	West Liberty	Morgan
043	Jabez	Russell
044	Middlesboro	Bell
045	Georgetown	Scott
046	Richmond	Madison
047	Liberty	Casey
048	Danville	Boyle
049	Whitesburg	Letcher
050	Pikeville	Pike
051	Murray	Calloway
052	Thelma	Johnson
053	Harrodsburg	Mercer
054	Franklin	Simpson
055	Frenchburg	Menifee

TABLE 29 (Continued)

UNIVERSITY OF KENTUCKY (Continued)

Code	Site	County
056	Owenton	Owen
057	Clearfield	Rowan
058	Shelbyville	Shelby
059	Carrollton	Carroll
060	Willisburg	Washington
061	Hyden	Leslie
062	Fort Knox	Hardin
063	Hartford	Ohio
064	Paris	Bourbon
065	Erlanger	Kenton
066	Booneville	Hart
067	Cynthiana	Harrison
068	Barbourville	Knox
069	Paintsville	Johnson
070	Russell	Greenup
071	Shepherdsville	Bullitt
072	Tompkinsville	Monroe

UNIVERSITY OF LOUISVILLE

Code	Site	County
001	Bardstown	Nelson
002	Fort Knox	Hardin
003	Frankfort	Franklin
004	Henderson	Henderson
005	LaGrange	Oldham
006	Whitesburg	Letcher
007	Bowling Green	Warren
008	Athens	Greece
009	Cairo	Egypt
010	San Salvador	El Salvador
011	Singapore	Singapore
012	Panama City	Panama
013	Sicily	Italy
014	Hong Kong	China
015	GE	Jefferson
016	UPS	Jefferson
017	Local high school	Jefferson
018	Owensboro/Brescia College	Daviess
019	KCVU	
020	Lisbon	Portugal
021	St. Stephen Lifestyle Campus	Jefferson
022	Blackacre State Nature Preserve	Jefferson
023	Belize	Belize
024	Frankfort, KY	Franklin

TABLE 29 (Continued)

WESTERN KENTUCKY UNIVERSITY

Code	Site	County
001	Albany	Clinton
002	Beechmont	Muhlenberg
003	Brandenburg	Meade
004	Brownsville	Edmonson
005	Campbellsville	Taylor
006	Edmonton	Metcalfe
007	Fort Knox	Hardin
008	CPREC	Hardin
009	Franklin	Simpson
010	SPREC	Barren
011	Harned	Breckinridge
012	Hartford	Ohio
013	Morgantown	Butler
014	Owensboro CTC	Daviess
015	Powderly	Muhlenburg
016	Russell Springs	Russell
017	Russellville	Logan
018	Columbia	Adair
019	Hardinsburg	Breckinridge
020	Central City	Muhlenberg
021	Nashville	Davidson, Tennessee
022	Bonnieville	Hart
023	Greensburg	Green
024	Hodgenville	LaRue
025	Legrande	Hart
026	Leitchfield	Grayson
027	Magnolia	LaRue
028	Munfordville	Hart
029	Burkesville	Cumberland
030	Scottsville	Allen
031	Tompkinsville	Monroe
032	Calhoun	McLean
033	Greenville	Muhlenberg
034	Hawesville	Hancock
035	Horse Branch	Ohio
036	Elkton	Todd
037	Louisville	Jefferson
038	Hopkinsville	Christian
039	Terre Haute	Vigo, Indiana
040	Mammoth Cave	Edmonson
041	LBL	Trigg
042	Bahamas	BBF

TABLE 29 (Continued)
WESTERN KENTUCKY UNIVERSITY (Continued)

Code	Site	County
043	Shepherdsville	Bullitt
044	Russell County High	Russell
045	Bowling Green High	Warren
046	Ohio County High	Ohio
047	Warren East High	Warren
048	Warren Central High	Warren
049	Barren County High	Barren
050	Edmonson County High	Edmonson
051	Adair County High	Adair
052	Metcalf County High	Metcalf
053	Greenwood High	Warren
054	Butler County High	Butler
055	Bowling Green Police Dept.	Warren
056	Mexico	BMX
057	England	BUK
058	~~Mammoth Cave~~	~~Edmonson~~
059	Taylor County High School	Taylor
060	TJ Sampson Hospital	Barren
061	Henderson County High School	Henderson
062	Bowling Green Technical College	Warren
063	Central Hardin High School	Hardin
064	Meade County High School	Meade
065	Paducah	McCracken
066	North Hardin High School	Hardin
067	Logan County High School	Logan
068	Butler County High School	Butler
069	Highlands High School	Campbell
070	Hopkinsville	Christian
071	Princeton	Caldwell
072	Mayfield	Graves
073	Ohio Valley High School	Ohio
074	Muhlenberg North High School	Muhlenberg
075	Webster County High School	Webster
076	Wildlife Preserve	Hart
077	Barren County Jail	Barren
078	Cookeville	B47
079	Bardstown	Nelson
080	Radcliffe Center	Hardin
081	Franklin Simpson High School	Simpson
082	Kenya	BKE
083	Belize	BBH
084	Costa Rica	BCS
085	India	BIN
086	Germany	BGM
087	Malaysia	BMY

TABLE 29 (Continued)
WESTERN KENTUCKY UNIVERSITY (Continued)

Code	Site	County
088	Ecuador	BEC
089	South Africa	BSF
090	Netherlands	BNL
091	Netherlands	BNL
092	Russellville Area Technology Center	Logan
093	Caverna High School	Hart
094	Owensboro Police Department	Daviess
095	Australia	BAS
096	Ireland	BEI
097	Mohave Desert, California	B06
098	Oak Ridge, Tennessee	B47
099	France	BFR
100	Richmond	Madison
101	Turkey	BTU
102	Spain	BSP
103	Switzerland	BSZ
104	Italy	BIT
105	China	BCH
106	Czech Republic	BEZ
107	Summer Shade	Metcalfe
108	Egypt	BEG
109	Missouri	B29
110	Argentina	BAR
111	Austria	BAU
112	Denmark	BDA
113	Greece	BGR
114	Japan	BJA
115	Korea	BKS
116	Morocco	BMO
117	Poland	BPL
118	Ukraine	BUP
119	Ghana	BGH
120	Monroe County High School	Monroe
121	South Warren High School	Warren
122	Glasgow High School	Barren
123	Murray	Calloway

TABLE 29
KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM

ASHLAND COMMUNITY AND TECHNICAL COLLEGE

CODE	SITE	COUNTY
100	Ashland CTC College Drive	Boyd
101	Ashland CTC Roberts Drive	Boyd
102	Greenup County Area Technology Center	Greenup
103	Greenup County High School	Greenup
104	King's Daughters Medical Center	Boyd
105	Lawrence County High School	Lawrence
106	Maysville CTC Rowan Campus	Rowan
107	Paul Blazer High School	Boyd
108	Raceland High School	Greenup
109	Russell Area Technology Center	Greenup
110	Russell High School	Greenup
111	West Carter High School	Carter
112	East Carter High School	Carter
113	Elliott County High School	Elliott
114	Ramey-Estep Home	Greenup
115	Carter County ATC	Carter

BIG SANDY COMMUNITY AND TECHNICAL COLLEGE

CODE	SITE	COUNTY
100	Belfry Area Technology Center	Pike
101	Belfry High School	Pike
102	Betsy Lane High School	Floyd
103	Big Sandy CTC Mayo Campus	Johnson
104	Big Sandy CTC Pikeville Campus	Pike
105	Big Sandy CTC Prestonsburg Campus	Floyd
106	East Ridge High School	Pike
107	Floyd County Area Technology Center	Floyd
108	Johnson Central High School	Johnson
109	Magoffin County Area Technology Center	Magoffin
110	Martin County Area Technology Center	Martin
111	Millard Area Technology Center	Pike
112	Paintsville Independent High School	Johnson
113	Phelps Area Technology Center	Pike
114	Phelps High School	Pike
115	Pike County Central High School	Pike
116	Pikeville High School	Pike
117	Prestonsburg High School	Floyd
118	Shelby Valley High School	Pike
119	South Floyd High School	Floyd
120	Piarist School	Floyd

BLUEGRASS COMMUNITY AND TECHNICAL COLLEGE		
CODE	SITE	COUNTY
100	Advance Technology Center	Scott
101	Bluegrass CTC Cooper Drive Campus	Fayette
102	Bluegrass CTC Winchester/Clark Campus	Clark
103	East Side Area Technology Center	Fayette
104	Garrard County Area Technology Center	Garrard
105	Harrodsburg Area Technology Center	Mercer
106	Jessamine Career & Technical Center	Jessamine
107	Kentucky Horse Park	Fayette
108	Lancaster Higher Education Center	Garrard
109	Regency Campus	Fayette
110	Royal Spring Middle School	Scott
111	Clark County Area Technology Center	Clark
112	Lockmaster Security Institute	Jessamine
113	Madison County Area Technology Center	Madison
114	Marion County Area Technology Center	Marion
115	South Side Area Technology Center	Fayette
116	Franklin County Area Technology Center	Franklin
117	Lincoln County Area Technology Center	Lincoln

	BOWLING GREEN TECHNICAL COLLEGE	
CODE	SITE	COUNTY
100	Adairville Volunteer Fire Department	Logan
101	Austin Tracy Fire Department	Barren
102	Bear Creek Fire Department	Edmonson
103	Bowling Green Fire Department	Warren
104	Bowling Green Technical College	Warren
105	Cave City Fire Department	Barren
106	Cedar Springs Fire Department	Allen
107	Chalybeate Fire Department	Edmonson
108	Flippin Volunteer Fire Department	Monroe
109	Glasgow Fire Department	Barren
110	Hardyville Volunteer Fire Department	Hart
111	Haywood Volunteer Fire Department	Barren
112	Lewisburg Fire Department	Logan
113	Linwood Volunteer Fire Department	Hart
114	Munfordville Fire Department	Hart
115	Olmstead Fire Department	Logan
116	Richardsville Fire Department	Warren
117	Russellville City Fire Department	Logan
118	Second District Fire Department	Butler
119	South Allen Fire Department	Allen
120	South Barren Volunteer Fire Department	Barren
121	Temple Hill Fire Department	Barren
122	Tompkinsville Volunteer Fire Department	Monroe
123	Gamaliel Fire Department	Monroe
124	Auburn Fire Department	Logan
125	Fifth District Fire Department	Butler
126	Fountain Run Fire Department	Monroe
127	Lincoln Fire Department	Edmonson
128	Monroe County Fire and Rescue	Monroe
129	Plano Fire Department	Warren
130	Woodburn Fire Department	Warren
131	Horse Cave Fire Department	Hart
132	Rockyhill Fire Department	Edmonson
133		
134	Fourth District Fire Department	Butler
135	Edmonton/Metcalfe Fire and Rescue	Metcalfe
136	Morgantown Fire Department	BUtler
137	Scottsville Rescue	Allen
138	BGT Bonnieville Fire Department	Hart
139	BGT Mudlick Fire Department	Monroe
140	BGT Park City Fire Department	Barren
141	BGT Priceville Fire Department	Hart
142	BGT Summer Shade Fire Department	Metcalfe
143	BGT Halifax Fire Department	Allen
144	BGT Trammel Fire Department	Allen
145	JM Smuckers	Allen
146	BGT Russellville Rural Fire Department	Logan
147	BGT North Metcalfe Volunteer Fire Department	Metcalfe
148	BGT Hart County Rescue Squad	Hart

ELIZABETHTOWN COMMUNITY AND TECHNICAL COLLEGE

CODE	SITE	COUNTY
100	Breckinridge County High School	Breckinridge
101	Grayson County Adult Annex	Grayson
102	Grayson County High School	Grayson
103	Green County Area Technology Center	Green
104	Hardin County Challenger Center	Hardin
105	Meade County High School	Meade
106	Nelson County High School	Nelson
107	My Old Kentucky Home Middle School	Nelson
108	Nelson County ATC	Nelson

HAZARD COMMUNITY AND TECHNICAL COLLEGE

CODE	SITE	COUNTY
100	Breathitt County High School	Breathitt
101	Buckhorn High School	Perry
102	Hazard CC Knott County Campus	Knott
103	Knott County Central High School	Knott
104	Lee Adjustment Center	Lee
105	Lee County High School	Lee
106	Letcher County Area Technology Center	Letcher
107	Owsley County High School	Owsley
108	Perry County Central High School	Perry
109	Wolfe County High School	Wolfe

HENDERSON COMMUNITY COLLEGE

CODE	SITE	COUNTY
100	Echo Lanes	Henderson
101	Henderson Community College	Henderson
102	Henderson County High School	Henderson
103	Henderson County YMCA	Henderson
104	Henderson Fire Station	Henderson
105	Industrial & Engineering Technology Building	Henderson
106	Union County High School	Union
107	Union County Senior Citizen Center	Union
108	Union County YMCA	Union
109	Webster County Senior Citizen Center	Webster
110	Herron Technology Center	Union

HOPKINSVILLE COMMUNITY COLLEGE

CODE	SITE	COUNTY
100	Christian County High School	Christian
101	Hopkinsville High School	Christian
102	In-Motion Rehab & Sports Medicine	Christian
103	Pennyroyal Museum	Christian
104	Princeton	Caldwell
105	Todd County High School	Todd
106	Trigg County High School	Trigg
107	University Heights Academy	Christian
108	West Regional Post-Secondary Education Center	Christian
109	Trigg County Career Center	Trigg

JEFFERSON COMMUNITY AND TECHNICAL COLLEGE		
CODE	SITE	COUNTY
100	Bullitt County Adult & Community Education Center	Bullitt
101	Bullitt County Area Technology Center	Bullitt
102	Butler High School	Jefferson
103	Carroll County Area Technology Center	Carroll
104	Central High School	Jefferson
105	Crestwood Community Arts Center	Oldham
106	Doss High School	Jefferson
107	Eastern High School	Jefferson
108	Fairdale High School	Jefferson
109	Gallatin High School	Gallatin
110	Henry County High School	Henry
111	Iroquois High School	Jefferson
112	Jefferson Community & Technology College	Jefferson
113	Jefferson CTC Shelby County Campus	Shelby
114	Jefferson CTC Southwest Campus	Jefferson
115	Jefferson CTC Technical Campus	Jefferson
116	Jeffersontown High School	Jefferson
116	Jeffersontown High School	Jefferson
117	Kentucky Correctional Institute for Women	Oldham
118	Kentucky State Reformatory	Oldham
119	Luther Luckett Correction Center	Oldham
120	Male High School	Jefferson
121	Moore High School	Jefferson
122	Norton Pavilion	Jefferson
123	Oldham County Area Technology Center	Oldham
124	Oldham County High School	Oldham
125	Owen County High School	Owen
126	Pewee Valley Education Center	Oldham
127	Pleasure Ridge Park High School	Jefferson
127	Pleasure Ridge Park High School	Shelby
128	Roderer Correctional Complex	Oldham
129	Seneca High School	Shelby
130	Shawnee High School	Jefferson
131	South Oldham High Shcool	Oldham
132	Southern High School	Jefferson
133	United Parcel Service	Jefferson
134	Western High School	Jefferson
135	YMCA Downtown	Jefferson
136	Carroll County High School	Carroll
137	LaGrange Educational Center	Oldham
138	Trimble County High School	Trimble

MADISONVILLE COMMUNITY COLLEGE

CODE	SITE	COUNTY
100	Curves for Women	Hopkins
101	Curves for Women Muhlenberg	Muhlenberg
102	Green River Correctional Complex	Muhlenberg
103	Melody Lanes	Hopkins
104	Wall's Gym & Fitness Center	Muhlenberg
105	Webster County High School	Webster
106	Young Men's Christian Association	Hopkins

MAYSVILLE COMMUNITY AND TECHNICAL COLLEGE

CODE	SITE	COUNTY
100	Bracken County High School	Bracken
101	Fleming County High School	Fleming
102	Foster Meade Area Technology Center	Lewis
103	Graves County High School	Graves
104	Harrison County Area Technology Center	Harrison
105	Licking Valley Center	Harrison
106	Limestone Family YMCA	Mason
107	Mason County Area Technology Center	Mason
108	Maysville Community & Technical College	Mason
109	Maysville CTC Rowan Campus	Rowan
110	MCTC Licking Valley Paris Extension	Bourbon
111	MCTC Rowan Campus Mount Sterling Extension	Montgomery
112	Menifee County High School	Menifee
113	Montgomery County High School	Montgomery
114	Morgan County Area Technology Center	Morgan
115	Paris High School	Bourbon
116	Paris-Bourbon County YMCA	Bourbon
117	St. Patrick's High School	Mason
118	The Rock Fitness Center	Harrison
119	Rowan County Senior High School	Rowan
120	Greenup County Area Technology Center	Greenup
121	Bourbon County High School	Bourbon
122	Mason County High School	Mason
123	Bath County High School	Bath
124	Montgomery Area Technology Center	Montgomery
125	Ohio Valley Career and Technology Center	B39
126	Hoffman Enclosures, Inc.	Montgomery
127	Ripley Union Lewis Huntington	B39
128	MSU Regional Enterprise Center	Morgan

OWENSBORO COMMUNITY AND TECHNICAL COLLEGE

CODE	SITE	COUNTY
100	Cloverport High School	Breckinridge
101	Daviess County Sheriff's Dept	Daviess
102	Hancock County High School	Hancock
103	McLean County High School	McLean
104	Ohio County High School	Ohio
105	Ohio County ATC	Ohio
106	Trinity High School	Daviess

SOMERSET COMMUNITY COLLEGE		
CODE	SITE	COUNTY
100	Casey County Area Technology Center	Casey
101	Casey County High School	Casey
102	Clay County Area Technology Center	Clay
103	Clinton County Area Technology Center	Clinton
104	Clinton County Center	Clinton
105	Corbin Area Technology Center	Whitley
106	Greenwood High School	Warren
107	Jackson County Area Technology Center	Jackson
108	Lake Cumberland Area Technology Center	Russell
109	Lincoln County Area Technology Center	Lincoln
110	McCreary County Area Technology Center	Mccreary
111	Monticello High School	Wayne
112	Rockcastle County Area Technology Center	Rockcastle
113	Rockcastle County High School	Rockcastle
114	Somerset Community College	Pulaski
115	Wayne County Area Technology Center	Wayne
116	Wayne County High School	Wayne
117	Casey County Public Library	Casey
118	Casey County Campus	Casey
119		
120		
121	CAP Adult Learning Center	Rockcastle
122	C.E. McCormick ATC	Campbell
SOUTHEAST KENTUCKY COMMUNITY AND TECHNICAL COLLEGE		
CODE	SITE	COUNTY
100	Southeast CTC Harlan Campus	Harlan
101	Southeast CTC Middlesboro Campus	Bell
102	Southeast CTC Whitesburg Campus	Letcher
WEST KENTUCKY COMMUNITY AND TECHNICAL COLLEGE		
CODE	SITE	COUNTY
100	Ballard County Memorial High School	Ballard
101	Carlisle County High School	Carlisle
102	Community Christian Academy	McCracken
103	Graves County High School	Graves
104	Hickman County High School	Hickman
105	Livingston Central High School	Livingston
106	Lone Oak High School	McCracken
107	Marshall County High School	Marshall
108	Murray High School	Calloway
109	Paducah Tilghman High School	McCracken
110	Saint Mary High School	McCracken
111	West Kentucky Community & Technical College	McCracken

TABLE 30

BUILDING CONDITION CODES (NCHEMS)

<u>Code</u>	<u>Description</u>
1	<u>Satisfactory</u>: Suitable for continued use with normal maintenance. Any single item of major maintenance or capital renewal is not greater that $40,000. (Catastrophic failures excepted.)
2	<u>Remodeling - A</u>: Requires restoration and/or replacement of some building system components in order to meet acceptable standards without major room use changes, alterations, or modernizations. The approximate cost of "Remodeling A" is not greater than 25 percent of the estimated replacement cost of the building.
3	<u>Remodeling - B</u>: Requires major updating and/or modernization of the building. The approximate cost of "Remodeling B" is greater than 25 percent, but not greater than 50 percent of the estimated replacement cost of the building.
4	<u>Remodeling - C</u>: Requires major remodeling and total replacement of the major building system components. The approximate cost of "Remodeling C" is greater than 50% of the replacement cost of the building.
5	<u>Demolition</u>: Should be demolished or abandoned because the building is unsafe or structurally unsound, irrespective of the need for the space or the availability of funds for replacement. This category takes precedence over categories 1, 2, 3, and 4. If a building is scheduled for demolition, its condition is recorded as "demolition," regardless of its condition.
6	<u>Termination</u>: Planned termination or relinquishment of occupancy of the building for reasons other than unsafeness or structural unsoundness, such as abandonment of temporary units or vacation of leased space. This category takes precedence over categories 1, 2, 3, and 4. If a building is scheduled for termination, its condition is recorded as "termination," regardless of its condition.

TABLE 35

GENERAL EDUCATION COURSES

Code	Discipline
Communications	
OC	Oral Communications
WC	Written Communications
General Education	
GE	General Education Courses which do not fit in an established category
Humanities	
AH	Arts and Humanities (e.g., fine arts, excluding studio art and music performance courses; philosophy; literature; history; foreign language)
Quantitative Reasoning	
QR	Mathematics (college algebra or higher)
Natural Science	
NS	Natural Science (e.g., biology, chemistry, physics, astronomy, geology, physical science)
SL	Natural Science with laboratory
Social and Behavioral Sciences	
SB	Social/Behavioral Sciences (e.g., psychology, sociology, economics, history, anthropology, geography, political science)

TABLE 36

<u>**GENERAL EDUCATION CERTIFICATIONS**</u>

~~<u>**TRANSFER ARTICULATION AGREEMENTS AND FRAMEWORKS**</u>~~

<u>Code</u>	<u>Agreement/Framework</u>
A	General Education – Fully Certified 60-hour programs (48 hours of general education that includes 33-hour core transfer component) as certified by the sending college or university.
B	General Education – Core Certified 33-hour transfer core component (consisting of five categories: communications, humanities, behavioral/social sciences, natural sciences, mathematics) as certified by the sending college or university.
C	General Education – Category Certified One or more of the five general education categories as certified by the sending college or university.
~~D~~	~~Transfer Framework for Baccalaureate Programs~~ ~~60-hour framework (48 hours general education and 12 hours specialty courses) as certified by the sending college or university.~~
X	No <u>General Education Certification</u> ~~Statewide Transfer or Articulation Agreement~~.

TABLE 38
Space Assignment Categories
Reported in the Room File

This reporting of space is intended to present a functional classification pattern of space use.

01   **Instruction** – Activities carried out for the express purpose of eliciting some measure of educational change in a learner or group of learners. For example, space utilized for general academic instruction, vocational/technical instruction, special session instruction, community education, and preparatory/remedial/developmental instruction activities may be included.

02   **Research** – Activities intended to produce one or more research outcomes – including the creation of knowledge, the organization of knowledge, and the application of knowledge – is included within this category. Any space used in support of research activity that may be conducted with institutional funds or under the terms of agreement with an agency external to the institution may be included.

03   **Public Service** – Activities established to make available to the public the various resources and capabilities of the institution for the specific purpose of responding to a community need or solving a community problem (activities established primarily to provide non-instructional services beneficial to individuals outside the institution).

04   **Academic Support** – Activities established to provide support services for the institution's primary missions – instruction, research, and public service. This category includes areas such as libraries, museums and galleries, audio-visual services, academic computing support, ancillary support, academic administration, academic personnel development, and course and curriculum development.

05   **Student Services** – Those activities that contribute to the emotional and physical well-being of students, as well as to their intellectual, cultural, and social development outside of the context of the institution's formal instruction program. For example, student services administration, admissions, registrar, social and cultural development, counseling and career guidance, financial aid, and student health services may be included in this category.

06   **Institutional Support** – Central executive-level activities carried out in direct support of one or more of the instruction, research, and public service programs. For example, activities related to the central executive-level management, long-range planning and operation of the entire institution, planning activities related to fiscal operations space management, human resources, administrative data processing, campus security and support services to faculty and staff not operated as an auxiliary enterprise may be included.

07   **Operation and Maintenance of Plant** – Activities that support physical plant administration, building maintenance, custodial service, utilities, landscape and grounds maintenance, and major repairs and renovations.

08   **Auxiliary Enterprises** – Activities associated with the operation of auxiliary enterprises. An auxiliary enterprise is an entity that exists to furnish goods or services to faculty, staff, or students and that charges a fee directly related to, though not necessarily equal to, the cost of the goods or services.

TABLE 38 continued

09   **Hospitals** – Activities associated with the patient-care operations of a university-operated hospital. This category includes direct patient care, health care supportive services, administration of hospitals, and physical plant operations for hospitals.

10   **Independent Operations** – Activities that are owned or controlled by the institution as investments, and which are financed as part of the institution's current operations.

11   **Unassigned** – Facilities that are not in use at the time of the inventory.

12   **Leased –** Space owned by the institution but leased to and occupied by a non-affiliated group(s).

SOURCE: "College and University Business Administration: Financial Accounting and Reporting," National Association of College and University Business Officers.

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