



National Student
Clearinghouse®

**Postsecondary Data
Partnership (PDP) Course
Level A/R File Data Dictionary**

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Definition of Cohort

A cohort includes all undergraduate students who attempted at least one course in the current term for the first time at your institution. Students may be first-time ever in college or new transfer students and may be enrolled at any program level, including:

- Credential-seeking
- College remedial, developmental, or college-preparatory
- Adult basic skills (ESL, ABE, or ASE/GED)
- Non-credit vocational

For non-credit vocational students, a cohort only includes students who enrolled in courses that could lead to an occupational certificate, industry certificate, or other type of credential, as well as students who are simultaneously enrolled in credit-bearing courses.

A cohort also includes:

- Past dual enrollment students (students who took their first course or courses at your institution while simultaneously attending high school and are currently enrolled at your institution but no longer attending high school).
- Fall entry students who enrolled in summer work (such as summer bridge programs or developmental/remedial coursework) prior to their first term of enrollment with credential-seeking status

A cohort does not include:

- Non-credit vocational students enrolled in purely personal enrichment courses
- Current dual enrollment students (students who are currently taking a course or courses at your institution while simultaneously attending high school).

Key

Type of Information	Description of information	Coding
Personally Identifiable Information (PII)	Only available in PII AR files going back to the submitting institution, replaced by random student ID in third-party files (de-identified files)	Yellow
Demographic Information	Available in de-identified and PII AR files	Orange
Course Related Information		Blue

Data Dictionary

Variable	Name	Definition	Valid Format/Values
First Name	First Name	Student's first name in the submission file.	
Middle Name	Middle Name	Student's middle name or initial in the submission file.	
Last Name	Last Name	Student's last name in the submission file.	
SSN	Social Security Number	Student's SSN in the submission file.	
Date of Birth	Date of Birth	Student's date of birth in the submission file.	YYYYMMDD
Student ID	Student ID	Institutionally supplied student ID number in the submission file.	
Student Age	Student Age	A student's age is calculated as: Term Start Date of the institution term listed for the designated fall term in the cohort year minus Date of Birth divided 365.25 and rounded to the nearest whole number.	<ul style="list-style-type: none"> • 20 and younger • >20-24 • Older than 24
Race	Race	Student's race in the submission file.	<ul style="list-style-type: none"> • Nonresident Alien • American Indian or Alaska Native • Asian • Black or African American • Native Hawaiian or Other Pacific Islander • White • Hispanic • Two or more races • Unknown or missing
Ethnicity	Ethnicity	Student's ethnicity in the submission file.	<ul style="list-style-type: none"> • UK = Unknown • H = Hispanic • N = Not Hispanic

Variable	Name	Definition	Valid Format/Values
Gender	Gender	Student's gender in data reported to National Student Clearinghouse's enrollment reporting service. If student gender is missing, it is imputed using methods developed by The Clearinghouse Research Center.	<ul style="list-style-type: none"> • M = Male • F = Female • UK = Unknown
Institution ID	Institution ID	The institution's ID (currently only OPEID)	8-digit OPEID
Cohort	Cohort	Academic year in which the student first enrolled in at least one course. Must match the Cohort value in the course data file. See Definition of Cohort .	YYYY-YY Must be 2 consecutive years between 2000 and today. Example: 2019-20
Cohort Term	Cohort Term	Term student first enrolled in at least one course.	<ul style="list-style-type: none"> • Fall • Winter • Spring • Summer
Academic Year	Academic Year	Academic year in which the student was enrolled in the course.	YYYY-YY
Academic Term	Academic Term	Academic term in which the student was enrolled in the course.	<ul style="list-style-type: none"> • Fall • Winter • Spring • Summer
Course Prefix	Course Prefix	Course prefix in the submission file.	Course prefix as it appears in your institution's catalog. For example, ENG 101 Composition I = <i>ENG</i> . Can include: period, hyphen, underscore, ampersand
Course Number	Course Number	Course number in the submission file.	Course number as it appears in your institution's catalog. For example, ENG 101 Composition I = <i>101</i> . Can include: period, hyphen, underscore, ampersand
Section ID	Section ID	Section ID in the submission file.	Section ID as it appears in your institution's catalog. If not available, enter <i>Missing</i> . Can include: period, hyphen, underscore, ampersand

Variable	Name	Definition	Valid Format/Values
Course Name	Course Name	Course name in the submission file.	Course name as it appears in your institution's catalog. For example, ENG 101 Composition I = <i>Composition I</i> .
Course CIP	Course CIP	Appropriate Course CIP Code	See https://nces.ed.gov/ipeds/cipcode for a list of valid codes. Left blank if a code is not available.
Course Type	Course Type	Type of course	<ul style="list-style-type: none"> • CU = College-level, undergraduate (credit towards certificate, associate's, or bachelor's degree) • CG = College level, graduate (credit towards graduate degree) • CC = College developmental, remedial or preparatory credit towards credential completion requirements • CD = College developmental, remedial or preparatory credits not applicable towards credential completion requirements • EL = ESL (non-credit adult basic skills courses supported by WIA Title II) • AB = Adult basic education • GE = Adult secondary education/GED • NC = Non-credit vocational (courses that lead to an occupational certificate, industry certificate, or other type of credential) • O = Other
Math or English Gateway	Math or English Gateway	Whether the course is considered a Math or English Gateway.	<ul style="list-style-type: none"> • M = Math • E = English • N = Neither
Co-requisite Course	Co-requisite Course	Whether or not this course was a co-requisite, which enrolls students in developmental (remedial) education and college-level courses in the same subject at the same time	<ul style="list-style-type: none"> • Y = Yes • N = No

Variable	Name	Definition	Valid Format/Values
Course Begin Date	Course Begin Date	Date the student began enrollment in the course (not the registration date)	YYYYMMDD
Course End Date	Course End Date	Date the student ended enrollment in the course	YYYYMMDD
Grade	Grade	Grade the student earned for the course in the submission file	Student's grade for the term on a 4-point scale. If a numeric grade did not apply to the course, one of the following values may appear: <ul style="list-style-type: none"> • P = Pass • F = Fail • I = Incomplete • W = Withdraw • A = Audit • M = Missing • O = Other
Number of Credits Attempted	Number of Credits Attempted	Number of credits the student attempted in the course.	Number between 0-20
Number of Credits Earned	Number of Credits Earned	Number of credits the student earned for the course.	Number between 0-20; cannot be greater than number of credits attempted
Delivery Method	Delivery Method	Describes how the course was administered between teacher and student.	<ul style="list-style-type: none"> • F = Face-to-face • O = Online • H = Hybrid Left blank if the course was delivered by another method.
Core Course	Core Course	Course is part of core competency/general education courses at the institution.	<ul style="list-style-type: none"> • Y = Yes • N = No Left blank if not applicable.
Core Course Type	Core Course Type	Type of core competency. Required if Core Course = Y.	Up to 20 characters. For example, core competency for "Introduction to Art 101" is "Humanities."
Core Competency Completed	Core Competency Completed	Student completed the core/general education course.	<ul style="list-style-type: none"> • Y = Core requirements evaluated and satisfied • N = Core requirements evaluated but not satisfied

Variable	Name	Definition	Valid Format/Values
Enrollment Record at Other Institution(s)	Enrolled at Other Institution(s)	Whether or not the student was enrolled at another institution at the same time as this course or during this academic term (if a course record is not available).	<ul style="list-style-type: none"> • Y = Yes • N = No