



Kentucky State University, Frankfort, KY

Deadline: 01/17/2023

Enrollment Worksheet – After collecting the information to be submitted please follow the link in the Institutional Portal for submission.

Please report your institution's Full-Time Equivalent (FTE) enrollment for the 2022 fall term. When tabulating the total, include all degree and non-degree students, wherever instruction occurs. This applies to students enrolled in course work delivered at the main campus, off-campus instructional sites, branch campuses, and course work delivered electronically, including dual-enrollment students.

Please use the following definitions for your computation of FTE and not your institution's definition:

A full-time undergraduate student is one enrolled for 12 or more credit hours.

A full-time post-baccalaureate/graduate student is one enrolled for 9 or more credit hours.

Notes Page:

For-Credit, Full-Time Undergraduate And Post-Baccalaureate Students

Fields:	Prior Year: 2021	2022 Fall Term
1. Total <u>number</u> of full-time undergraduate students (Those taking 12 or more credit hours):		1,204
2. Total <u>number</u> of full-time post-baccalaureate students (Master's or Doctoral programs, or other for-credit programs taking 9 or more credit hours):		54

For-Credit, Part-Time Undergraduate And Post-Baccalaureate Students

Fields:	Prior Year: 2021	2022 Fall Term
3.a. Total HOURS of all part-time undergraduate students (carrying fewer than 12 credit hours):		2,123.5
3.b. Divide the total hours in 3a by 12, rounding to the nearest whole number:		System Will Calculate
4.a. Total HOURS of all part-time post-baccalaureate students (Master's, Doctoral or other for-credit programs carrying fewer than 9 credit hours):		306
4.b. Divide total hours in 4a by 9, rounding to the nearest whole number:		System Will Calculate
5. Total For-Credit FTE (Total lines 1, 2, 3b, and 4b):		System Will Calculate

Non-Credit

(Include continuing education. Do not include non-credit courses taken by for-credit students as part of a for-credit program such as labs, chapels, student success courses, remedial courses, etc. Count these under for-credit.)

Fields:	Prior Year: 2021	2022 Fall Term
6.a. For <u>each</u> non-credit course offered in the 2022 fall term, multiply the total number of contact hours for the course (as determined by your institution) by the total number of students enrolled in the courses. Add resulting figures for all non-credit course (see example below):		0
6.b. Total Non-Credit continuing education. Divide combined total in 6a by 168 if your institution is on a semester or trimester system (12 hours/week x 14 weeks), <u>or</u> by 120 if your institution is on a quarter system (12 hours/week x 10 weeks). Round to the nearest whole number:		System Will Calculate

Example for calculating 6a above: An institution has five non-credit courses. Course one has 17 students and 20 course contact hours; course two has 11 students and 15 contact hours; course three has 10 students and 15 contact hours; course four has 16 students and 5 contact hours; and course five has 14 students and 10 contact hours.

Calculation for Part 6.a. - Students x Contact Hours

Course one: 17 x 20 = 340

Course two: 11 x 15 = 165

Course three: 10 x 15 = 150

Course four: 16 x 5 = 80

Course five: 14 x 10 = 140

Calculation Total for Part 6.a. = 875

Total For-Credit and Non-Credit FTE

Fields:	Prior Year: 2021	2022 Fall Term
7. Total For-Credit and Non-Credit FTE, Total of lines 5 and 6b:		System Will Calculate

Headcount

Using your institution's definition, report your enrollment headcount for the 2022 fall term. When tabulating the total, include all non-degree students, wherever instruction occurs. This applies to students enrolled in course work delivered at the main campus, off-campus instructional sites, branch campuses, and course work delivered electronically.

Fields:	Prior Year: 2021	2022 Fall Term
1. Total number of Full-Time Undergraduate Students -- Headcount:		1,204
2. Total number of Full-Time Post-Baccalaureate Students -- Headcount:		54
3. Total number of For-Credit, Part-Time Undergraduate Students -- Headcount:		406
4. Total number of For-Credit, Part-Time Post-Baccalaureate Students -- Headcount:		62
5. Total number of Students enrolled in non-credit courses -- Headcount:		0
6. Total Headcount (Total of lines 1-5):		1,726

Graduation Rate

The purpose of the Graduation Rate is to track the cohorts of first-time, full-time degree/certificate-seeking undergraduates, as well as their completion status at 150% of normal time. Please provide the following information based on the most recent data reported to IPEDS (submission made between December 2021 and April 2022) on Completers within 150%:

Fields:	Prior Year: 2021	2022 Fall Term
157058		
ASSOCIATES/TWO-YEAR PROGRAM		29
Total Number of Students in the Cohort:		3
Total Number of Students Completed within 150% of time of degree:		12
Total transfers out:		
BACCALAUREATE/FOUR-YEAR PROGRAM		
Total Number of Students in the Cohort:		170
Total Number of Students Completed within 150% of time of degree:		65
Total transfers out:		54