

National Center for Education Statistics

IPEDS Data Center

Potomac State College of West Virginia University

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Completions 2012-013

Institution: Potomac State College of West Virginia University (237701)

Completions Overview

Welcome to the IPEDS Completions survey component. The Completions component is one of several IPEDS components that is conducted during the Fall data collection period. It collects the number of degrees and certificates awarded by field of study, level of award, race/ethnicity, and gender. The reporting period for the Completions component is during the 12-month time period beginning July 1 of the previous calendar year and ending June 30 of the current calendar year; therefore, for this year's Completions component, the reporting period is between July 1, 2012 and June 30, 2013. The Completions component is also collecting the number of students (e.g., completers) who earned awards between July 1, 2012 and June 30, 2013.

Completions Common Errors

Some common completions component errors include the following:

- Including award levels on your current year Completions that were not reported on your previous year's (PY) Institutional Characteristics (IC). [Award levels in the PY IC component cannot be changed; therefore, contact the IPEDS Help Desk at 1-877-225-2568 if you need assistance.]
- Forgetting to select CIP codes for new programs of study that are offered by the institution, but do not have completions for the reporting period.
- Forgetting to enter in zero in at least one of the cells for CIP codes that do not have completions.

Recent Changes

- The following question on **distance education** has been added to the bottom of each individual "CIP Data" screen:
"Is this program offered as a distance education program?"
- The following two screens, which collect data specifically on students were added to this component, beginning in the 2012-13 survey year:
 - **"All Completers"** - Collects the number of students who earned an award between July 1, 2012 and June 30, 2013 by gender and race/ethnicity. (The intent of this screen is to collect an **unduplicated count** of total numbers of completers.)
 - **"Completers by Level"** - Collects the number of students who earned an award between July 1, 2012 and June 30, 2013 by award level and 1) by gender; 2) by race/ethnicity; and 3) by age.

General Information

CIP Codes:

The CIP 2010 Website includes a list of new CIP codes, a list of deleted CIP codes, a list of moved CIP Codes, and an online crosswalk of the 2000 CIP and 2010 CIP.

The Resources Page of the CIP 2010 website contains many valuable resources including:

- CIP 2010 Manual and copies of previous editions of the CIP Manual
- Crosswalk between the 2000 CIP codes and the 2010 CIP codes in Excel format

Keep in mind that some information provided by institutions on the Completions component appear in the College Navigator, which is a major tool used by consumers searching for information about postsecondary education. It is therefore vitally important that you include accurate information about your institution.

Survey materials can be downloaded using the following link: [Survey Materials](#).

Completions CIP Data

CIPCODE	Award Level	Major	Gender	Non Resident Alien	Hispanic / Latino	American Indian or Alaska Native	Asian	Black or African American	Native Hawaiian or Other Pacific Islander	White	Two or more Races	Race/ ethnicity unknown	Total	distance education program
01.0000 Agriculture, General	3 - Associate's degree	1	Men	0	0	0	0	0	0	11	0	0	11	
			Women	0	0	0	0	0	0	14	0	0	14	
			Total	0	0	0	0	0	0	25	0	0	25	No
01.0000 Agriculture, General	3 - Associate's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
01.9999 Agriculture, Agriculture Operations, and Related Sciences, Other	3 - Associate's degree	1	Men	0	0	0	0	0	0	2	0	0	2	
			Women	0	0	0	0	0	6	0	0	6		
			Total	0	0	0	0	0	8	0	0	8	No	
01.9999 Agriculture, Agriculture Operations, and Related Sciences, Other	3 - Associate's degree	2	Men	0	0	0	0	0	0	1	0	0	1	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	1	0	0	1	No
03.0501 Forestry, General	3 - Associate's degree	1	Men	0	0	0	0	0	0	2	0	0	2	
			Women	0	0	0	0	0	0	1	0	0	1	
			Total	0	0	0	0	0	0	3	0	0	3	No
03.0501 Forestry, General	3 - Associate's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
09.0401 Journalism	3 - Associate's degree	1	Men	0	0	0	0	0	0	1	0	0	1	
			Women	0	0	0	0	0	3	0	0	3		
			Total	0	0	0	0	0	4	0	0	4	No	
11.0401 Information Science/Studies	3 - Associate's degree	1	Men	0	0	0	0	0	0	2	0	0	2	
			Women	0	0	0	0	0	1	0	0	1		
			Total	0	0	0	0	0	3	0	0	3	No	
13.0101 Education, General	3 - Associate's degree	1	Men	0	0	1	0	3	0	5	0	0	9	
			Women	0	0	0	0	1	0	8	0	0	9	
			Total	0	0	1	0	4	0	13	0	0	18	No
13.0101 Education, General	3 - Associate's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
14.0101 Engineering, General	3 - Associate's degree	1	Men	0	0	0	0	0	0	5	0	0	5	
			Women	0	0	0	0	0	0	1	0	0	1	
			Total	0	0	0	0	0	0	6	0	0	6	No
14.0101 Engineering, General	3 - Associate's degree	2	Men	0	0	0	0	0	0	1	0	0	1	
			Women	0	0	0	0	0	0	1	0	0	1	
			Total	0	0	0	0	0	0	2	0	0	2	No
24.0101 Liberal Arts and Sciences/Liberal Studies	3 - Associate's degree	1	Men	0	0	0	0	1	0	22	0	1	24	
			Women	0	1	1	0	5	0	25	0	0	32	
			Total	0	1	1	0	6	0	47	0	1	56	No
24.0101 Liberal Arts and Sciences/Liberal Studies	3 - Associate's degree	2	Men	0	0	0	0	0	0	2	0	0	2	
			Women	0	0	0	0	1	0	1	0	0	2	
			Total	0	0	0	0	1	0	3	0	0	4	No
24.0199 Liberal Arts and Sciences, General Studies and Humanities, Other	5 - Bachelor's degree	1	Men	0	0	1	0	0	0	9	0	0	10	
			Women	0	0	0	0	1	0	9	0	0	10	
			Total	0	0	1	0	1	0	18	0	0	20	No
24.0199 Liberal Arts and Sciences, General Studies and Humanities, Other	5 - Bachelor's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
41.9999 Science Technologies/Technicians, Other	3 - Associate's degree	1	Men	0	0	0	0	0	0	4	0	0	4	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	4	0	0	4	No

CIPCODE	Award Level	Major	Gender	Non Resident Alien	Hispanic / Latino	American Indian or Alaska Native	Asian	Black or African American	Native Hawaiian or Other Pacific Islander	White	Two or more Races	Race/ ethnicity unknown	Total	distance education program
43.0104 Criminal Justice/Safety Studies	3 - Associate's degree	1	Men	0	0	3	0	0	0	13	0	0	16	
			Women	0	1	0	0	0	0	5	0	0	6	
			Total	0	1	3	0	0	0	18	0	0	22	No
43.0104 Criminal Justice/Safety Studies	5 - Bachelor's degree	1	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
43.0104 Criminal Justice/Safety Studies	3 - Associate's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
52.0101 Business/Commerce, General	3 - Associate's degree	1	Men	0	0	0	0	0	0	5	0	0	5	
			Women	0	0	0	0	0	0	5	0	0	5	
			Total	0	0	0	0	0	0	10	0	0	10	No
52.0101 Business/Commerce, General	3 - Associate's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
52.0201 Business Administration and Management, General	3 - Associate's degree	1	Men	1	0	0	0	2	0	7	0	1	11	
			Women	0	0	0	0	0	0	3	0	0	3	
			Total	1	0	0	0	2	0	10	0	1	14	No
52.0201 Business Administration and Management, General	5 - Bachelor's degree	1	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	0	0	0	0	
			Total	0	0	0	0	0	0	0	0	0	0	No
52.0201 Business Administration and Management, General	3 - Associate's degree	2	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	1	0	0	1	
			Total	0	0	0	0	0	0	1	0	0	1	No
52.0401 Administrative Assistant and Secretarial Science, General	3 - Associate's degree	1	Men	0	0	0	0	0	0	0	0	0	0	
			Women	0	0	0	0	0	0	2	0	0	2	
			Total	0	0	0	0	0	0	2	0	0	2	No
52.0901 Hospitality Administration/Management, General	3 - Associate's degree	1	Men	0	0	0	0	0	0	2	0	0	2	
			Women	0	0	0	0	0	0	2	0	0	2	
			Total	0	0	0	0	0	0	4	0	0	4	No

Completions: total by first major

99.0000 Summary Grand Totals	Award Level	Nonresident alien	Hispanic Latino	American Indian or Alaska Native	Asian	Black or African American	Native Hawaiian or Other Pacific Islander	White	Two or more Races	Race/ ethnicity unknown	Total	PY Total
Awards of at least 1 but less than 2 academic years	2											
Men		0	0	0	0	0	0	0	0	0	0	0
Women		0	0	0	0	0	0	0	0	0	0	0
Total		0	0	0	0	0	0	0	0	0	0	0
Associate's degree	3											
Men		1	0	4	0	6	0	81	0	2	94	72

99.0000 Summary Grand Totals	Award Level	Nonresident alien	Hispanic Latino	American Indian or Alaska Native	Asian	Black or African American	Native Hawaiian or Other Pacific Islander	White	Two or more Races	Race/ethnicity unknown	Total	PY Total
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Grand Total Men		0	0	0	0	0	0	4	0	0	4	3
Grand Total Women		0	0	0	0	1	0	3	0	0	4	8
Grand Total		0	0	0	0	1	0	7	0	0	8	11

PY Grand Total Men		0	0	0	0	0	0	3	0	0		3
PY Grand Total Women		0	0	0	0	0	0	8	0	0		8
PY Grand Total		0	0	0	0	0	0	11	0	0		11

Institution: Potomac State College of West Virginia University (237701)

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All Completers

Institutions must report the following information. (Some data will be pre-populated from the completions by CIP code data.)

All Completers

Number of students by gender and race and ethnicity earning an award between July 1, 2012 and June 30, 2013. Count each student only once, regardless of how many awards he/she earned. The intent of this screen is to collect an unduplicated count of total numbers of *completers*.

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

	Men		Women		Total Students
	Number of Students	Total Awards	Number of Students	Total Awards	
Nonresident alien	<input type="text" value="1"/>	1	<input type="text" value="0"/>	0	1
Hispanic/Latino	<input type="text" value="0"/>	0	<input type="text" value="2"/>	2	2
American Indian or Alaska Native	<input type="text" value="4"/>	5	<input type="text" value="1"/>	1	5
Asian	<input type="text" value="0"/>	0	<input type="text" value="0"/>	0	0
Black or African American	<input type="text" value="6"/>	6	<input type="text" value="7"/>	7	13
Native Hawaiian or Other Pacific Islander	<input type="text" value="0"/>	0	<input type="text" value="0"/>	0	0
White	<input type="text" value="90"/>	90	<input type="text" value="85"/>	85	175

Two or more races	<input type="text" value="0"/>	0	<input type="text" value="0"/>	0	0
Race and ethnicity unknown	<input type="text" value="2"/>	2	<input type="text" value="0"/>	0	2
TOTAL		103	104	95	95
PY TOTAL		82		104	186

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Completers by Level

Institutions must report the following information. This screen will be shown for each of the following award categories for which completions have been reported:

- Less than 1-year certificates
- At least 1 but less than 4-year certificates
- Associate's degrees
- Bachelor's degrees
- Master's degrees
- Doctor's degrees
- Postbaccalaureate and post-master's certificates

Associate's degrees

Number of students by gender, by race and ethnicity, and by age earning this award between July 1, 2012 and June 30, 2013. Each student should be counted once per award level. For example, if a student earned a master's degree and a doctor's degree, he/she should be counted once in master's and once in doctor's. A student earning two master's degrees should be counted only once.

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

	Number of Students	Total Awards
By Gender		
Men	<input type="text" value="94"/>	94
Women	<input type="text" value="85"/>	85
TOTAL	179	179
PY TOTAL	171	
By Race/Ethnicity		
Nonresident alien	<input type="text" value="1"/>	1
Hispanic/Latino	<input type="text" value="2"/>	2

American Indian or Alaska Native	5	5
Asian	0	0
Black or African American	12	12
Native Hawaiian or Other Pacific Islander	0	0
White	157	157
Two or more races	0	0
Race and ethnicity unknown	2	2
TOTAL	179	179

By Age		
Under 18	0	
18-24	158	
25-39	13	
40 and Above	8	
Age Unknown	0	
TOTAL	179	179

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Completers by Level
<p>Institutions must report the following information. This screen will be shown for each of the following award categories for which completions have been reported:</p> <ul style="list-style-type: none"> • Less than 1-year certificates • At least 1 but less than 4-year certificates • Associate's degrees • Bachelor's degrees • Master's degrees • Doctor's degrees • Postbaccalaureate and post-master's certificates
Bachelor's degrees

Number of students by gender, by race and ethnicity, and by age earning this award between July 1, 2012 and June 30, 2013. Each student should be counted once per award level. For example, if a student earned a master's degree and a doctor's degree, he/she should be counted once in master's and once in doctor's. A student earning two master's degrees should be counted only once.

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

	Number of Students	Total Awards
By Gender		
Men	<input type="text" value="10"/>	10
Women	<input type="text" value="10"/>	10
TOTAL	20	20
PY TOTAL	15	
By Race/Ethnicity		
Nonresident alien	<input type="text" value="0"/>	0
Hispanic/Latino	<input type="text" value="0"/>	0
American Indian or Alaska Native	<input type="text" value="1"/>	1
Asian	<input type="text" value="0"/>	0
Black or African American	<input type="text" value="1"/>	1
Native Hawaiian or Other Pacific Islander	<input type="text" value="0"/>	0
White	<input type="text" value="18"/>	18
Two or more races	<input type="text" value="0"/>	0
Race and ethnicity unknown	<input type="text" value="0"/>	0
TOTAL	20	20
By Age		

Under 18	<input type="text" value="0"/>	
18-24	<input type="text" value="17"/>	
25-39	<input type="text" value="2"/>	
40 and Above	<input type="text" value="1"/>	
Age Unknown	<input type="text" value="0"/>	
TOTAL	20	20

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Summary

IPEDS collects important information regarding your institution. All data reported in IPEDS survey components become available in the IPEDS Data Center and appear as aggregated data in various Department of Education reports. Additionally, some of the reported data appears specifically for your institution through the College Navigator website and is included in your institution's Data Feedback Report (DFR). The purpose of this summary is to provide you an opportunity to view some of the data that, when accepted through the IPEDS quality control process, will appear on the College Navigator website and/or your DFR. College Navigator is updated approximately three months after the data collection period closes and Data Feedback Reports will be available through the Data Center and sent to your institution's CEO in November 2014.

Please review your data for accuracy. If you have questions about the data displayed below after reviewing the data reported on the survey screens, please contact the IPEDS Help Desk at: 1-877-225-2568 or ipedshelp@rti.org.

Summary of Completions Data

Award Level	Number of Completions	
	1 st major	2 nd major
Associate's degree	179	8
Bachelors degree or equivalent	20	0
Total number of degrees and certificates	199	

Summary of Completers Data

	Number of Students		
	Men	Women	Total
All Completers	103	95	198