These completion reports were developed to provide institutions with information to assist them in the development of their own institutional completion plans. All of the information presented in these documents was produced using data in the Higher Education Information (HEI) system at the Ohio Board of Regents. The following provides explanations and definitions of the populations and metrics presented in these documents.

Connection Report:

Entering Students: Undergraduate students enrolled in fall term who meet the following criteria:
- Reported in the Student Entrance (SE) file as first time enrolled at this institution in summer or fall term
- Reported in the SE file as first time ever enrolled in college
- Have no previous undergraduate Course Enrollment (CN) records in HEI

Transfer Students: Undergraduate students enrolled in fall term who meet the following criteria:
- Reported in the SE file as first time enrolled at this institution in summer or fall term
- Reported in the SE file as not first time ever enrolled in college OR have previous undergraduate CN records

Returning Students: All remaining undergraduate students enrolled in fall term.

Enrolled Part Time: Attempting fewer than 12 credits in this fall term.

Not Degree/Certificate Seeking: Student was reported in the Student Enrollment (SN) file in fall term as Non-degree seeking undergraduate (NU).

First Generation College: Data from FAFSA indicate that neither parent attended college.

Pell Eligible: Data from FAFSA indicate that the student's expected family contribution (EFC) for the current year was low enough to qualify for a Pell Grant.

Took Remedial Courses: Student enrolled in any developmental or remedial (V level) course in this term or previous terms according to CN records.

Earned a Certificate/Degree Prior to Current Year: A record in the Degree Certificate Earned (DC) file exists for this student prior to the current fiscal year, indicating that the student has previously earned some type of credential.

Discipline Area Profile:

Discipline Area: Based on the major field of study code reported in the SN file in fall term. The major field of study code is a CIP code. CIP codes roll up to subject fields; subject fields roll up to discipline areas. This classification system is specific to OBR.

Progress Report:

Full Time: Attempting 12 or more credits in this fall term.

Part Time: Attempting fewer than 12 credits in this fall term.

Entering Cohort: Undergraduate students enrolled in fall 2008 who meet the following criteria:
- Reported in the SE file as first time enrolled at this institution in summer or fall term
- Reported in the SE file as first time ever enrolled in college
- Have no previous undergraduate CN records in HEI
- Rank code from SN file in fall term is not NU.
- And, for community colleges, the intention code from SE file indicates the student intends to obtain a degree or certificate or to transfer to a 4-year school (codes 04, 05, 06, 07, or 08).

First Term Credits Attempted: Percentage of students in the cohort attempting this range of credits at any campus of this institution in fall term

Fall to Spring Persistence: Percentage of students in the cohort still enrolled at any campus of this institution in spring term of the current academic year

Credit Attainment/Credits Earned: Percentage of students in the cohort completing the stated number of credits (depending on the year and their beginning enrollment status) at any campus of this institution. Completion of credits is determined based on Award of Academic Credit switch in the CN file.

Completed 80% + of hours attempted: Percentage of students in the cohort who completed at least 80% of the credit hours that they attempted that year. Completion of credits is determined based on Award of Academic Credit switch in the CN file.

Transferred before earning a credential: Percentage of students in the cohort who transferred to another college or university in the USO and did not earn a degree or certificate before transferring. A student is counted as having transferred when they are enrolled in this institution in a given year and then is enrolled in a different institution and not in this institution the following year.

Fall to Fall Persistence: Percentage of students in the cohort still enrolled at any campus of this institution in the fall term of the next academic year.

Continuously Enrolled: Percentage of students in the cohort who were enrolled at any campus of this institution in every fall and spring term since their start term, excluding summer terms.

Completion Rates

Native: A student who did not have any accepted transfer credits from another institution as reported in the Alternative Credit (AC) file.

Transfer: A student who did have accepted transfer credits from another institution as reported in the AC file.

Full Time: Attempting 12 or more credits in this fall term.

Part Time: Attempting fewer than 12 credits in this fall term.

Certificate (Community Colleges Only): Percentage of students in the cohort who earned a certificate within the

given time period as reported in the DC file. This includes level 01 and level 02 awards.

Associate Degree: Percentage of students in the cohort who earned an associate degree within the given time period as reported in the DC file. This includes level 03 awards.

Bachelor's Degree or Higher (Universities only): Percentage of students in the cohort who earned a Bachelor's degree, Master's Degree, or Doctoral Degree within the given time period as reported in the DC file. This includes levels 05, 07, 17, 18, and 19 awards.

Same Discipline Area: Percentage of students in the cohort who earned a credential in the same discipline area in which they were enrolled at entry. The discipline areas are shown on the left.

Different Discipline Area: Percentage of students in the cohort who earned a credential in a different discipline area than the one in which they were enrolled at entry. The discipline areas are shown on the left.

Completion Volume

Certificate (Community Colleges Only): Number of certificates awarded in the given fiscal year as reported in the DC file. This includes level 01 and level 02 awards.

Associate Degree: Number of associate degrees awarded in the given fiscal year as reported in the DC file. This includes level 03 awards.

Bachelor's Degree or Higher (Universities only): Number of bachelor or higher degrees awarded in the given fiscal year as reported in the DC file. This includes levels 05, 07, 17, 18, and 19 awards.

Average Credits Earned: The average number of semester credit hours earned by students who were awarded a degree or certificate in this fiscal year as reported in the DC file. .

Time to completion: Average time to completion, in years, calculated based on the year and term of the award from the DC file and the student's year and term of first enrollment at that institution from the SE file.