

12-month Enrollment 2017-18

Institution: Berklee College of Music (164748)

User ID: P1647482

Overview

12-month Enrollment Overview

The 12-Month Enrollment component collects unduplicated student enrollment counts and instructional activity data for an entire 12-month period. Using the instructional activity data reported, a full-time equivalent (FTE) student enrollment at the undergraduate and graduate level is estimated. Institutions with Doctor's-professional practice students will also report the FTE enrollment of those students. NCES uses the FTE enrollment to produce indicators such as expenses by function per FTE as reported in the IPEDS Data Feedback Report.

Data Reporting Reminders:

- All institutions must use the July 1 - June 30 reporting period.

Resources:

To download the survey materials for this component: [Survey Materials](#)

To access your prior year data submission for this component: [Reported Data](#)

If you have questions about completing this survey, please contact the **IPEDS Help Desk at 1-877-225-2568**.

Undergraduate Instructional Activity Type

Undergraduate instructional activity data in Part B may be reported in units of contact hours or credit hours. Which instructional activity units will you use to report undergraduate instructional activity?

Please note that any graduate level instructional activity must be reported in credit hours.

<input type="radio"/>	Contact hours
<input checked="" type="radio"/>	Credit hours
<input type="radio"/>	Both contact and credit hours (some undergraduate programs measured in contact hours and some measured in credit hours)

You may use the space below to provide context for the data you've reported above.

Part A - Unduplicated Count

12-month Unduplicated Count by Race/Ethnicity and Gender

July 1, 2016 - June 30, 2017

Reporting Reminders:

• Report Hispanic/Latino individuals of any race as Hispanic/Latino

• Report race for non-Hispanic/Latino individuals only

• Even though Teacher Preparation certificate programs may require a bachelor's degree for admission, they are considered subbaccalaureate undergraduate programs, and students in these programs are undergraduate students.

Graduate Student Reporting Reminder:

• Report all postbaccalaureate degree and certificate students as graduate students, including any doctor's-professional practice students (formerly first-professional)

Men

Students enrolled for <u>credit</u>	<u>Undergraduate students</u>	<u>Graduate students</u>
<u>Nonresident alien</u>	1,297	74
<u>Hispanic/Latino</u>	391	16
<u>American Indian or Alaska Native</u>	6	0
<u>Asian</u>	139	9
<u>Black or African American</u>	264	11
<u>Native Hawaiian or Other Pacific Islander</u>	5	1
<u>White</u>	1,668	63
Two or more races	119	5
<u>Race and ethnicity unknown</u>	529	54
Total men	4,418	233
Total men prior year	4,300	230

Women

Students enrolled for <u>credit</u>	<u>Undergraduate students</u>	<u>Graduate students</u>
<u>Nonresident alien</u>	752	88
<u>Hispanic/Latino</u>	242	17
<u>American Indian or Alaska Native</u>	6	0
<u>Asian</u>	115	8
<u>Black or African American</u>	144	8
<u>Native Hawaiian or Other Pacific Islander</u>	2	0
<u>White</u>	829	46
Two or more races	105	3
<u>Race and ethnicity unknown</u>	339	55
Total women	2,534	225
Total women prior year	2,307	198

Grand total (2016-17)

6,952

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458

Prior year data:

Unduplicated headcount (2015-16)	6,607	428
<div><div>🔗</div>Total enrollment Fall 2016</div> <div>NOTE: Grand total (2016-17) calculated above is expected to be greater than Total enrollment Fall 2016.</div>	5,972	433

Part B - Instructional Activity

12-month Instructional Activity July 1, 2016 - June 30, 2017			
<p>Instructional Activity Reporting Reminder:</p> <ul style="list-style-type: none">• Instructional activity is used to <u>calculate</u> an IPEDS FTE based on the institution's reported calendar system.• Graduate credit hour activity should not include any <u>doctor's-professional practice</u> activity, the total of those students' FTE is entered separately instead.			
<p>FTE Reporting Reminder:</p> <ul style="list-style-type: none">• Institutions need not report their own calculations of undergraduate or graduate FTE unless IPEDS FTE <u>calculations</u> would be misleading for comparison purposes among all IPEDS reporting institutions.			
	2016-17 total activity	Prior year data	
Instructional Activity			
Undergraduate level:			
Credit hour activity	<input type="text" value="185,636"/>	172,117	
Graduate level:			
Credit hour activity	<input type="text" value="11,378"/>	9,202	
Calendar system (as reported on the prior year IC Header survey component):		Semester	
<p>If the IPEDS <u>calculated</u> FTE estimates below are not reasonable, AND you have reported the correct instructional activity hours above, enter your best FTE estimate in the "Institution reported FTE" column below and save the page. This option should be used ONLY if the calculated estimate is not reasonable for your institution and IPEDS comparisons.</p>			
Please provide your best estimate of undergraduate and graduate FTE for the 12-month reporting period only if the calculated FTE estimate below is not reasonable for IPEDS comparison purposes:			
	Calculated FTE 2016-17	Institution reported FTE 2016-17	Prior year FTE 2015-16
Undergraduate student FTE	6,188	<input type="text" value="6,188"/>	5,737
Graduate student FTE	474	<input type="text" value="474"/>	383
Total FTE students	6,662	6,662	6,120

Prepared by

The name of the preparer is being collected so that we can follow up with the appropriate person in the event that there are questions concerning the data. The Keyholder will be copied on all email correspondence to other preparers.

The time it took to prepare this component is being collected so that we can continue to improve our estimate of the reporting burden associated with IPEDS. Please include in your estimate the time it took for you to review instructions, query and search data sources, complete and review the component, and submit the data through the Data Collection System.

Thank you for your assistance.

This survey component was prepared by:

<input checked="" type="radio"/>	Keyholder	<input type="radio"/>	SFA Contact	<input type="radio"/>	HR Contact
<input type="radio"/>	Finance Contact	<input type="radio"/>	Academic Library Contact	<input type="radio"/>	Other
Name:	<input type="text" value="Sharon Kramer"/>				
Email:	<input type="text" value="skramer1@berklee.edu"/>				

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

<input type="text" value="3.00"/>	Number of Staff (including yourself)
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How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component?

Exclude the hours spent collecting data for state and other reporting purposes.

Staff member	Collecting Data Needed		Revising Data to Match IPEDS Requirements		Entering Data		Revising and Locking Data	
Your office	<input type="text" value="1.00"/>	hours	<input type="text" value="14.00"/>	hours	<input type="text" value="2.00"/>	hours	<input type="text" value="0.50"/>	hours
Other offices	<input type="text" value="2.00"/>	hours	<input type="text"/>	hours	<input type="text" value="1.00"/>	hours	<input type="text"/>	hours

Summary screen**12-Month Enrollment Component 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 2017.

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.

12-Month Unduplicated Headcount and Full-Time Equivalent Students

Total 12-month unduplicated headcount		7,410
	Undergraduate student unduplicated headcount	6,952
	Graduate student unduplicated headcount	458
Total 12-month full-time equivalent (FTE) student enrollment		6,662
	Undergraduate student FTE	6,188
	Graduate student FTE	474

12-month Enrollment

Berklee College of Music (164748)

Source	Description	Severity	Resolved	Options
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Global Edits

Perform Edits	You reported 1 awards in Completions for graduate American Indian or Alaska Native Men, however you reported 0 graduate students for American Indian or Alaska Native Men in the 12-month enrollment survey. Please correct the affected survey component or contact the Help Desk. (Error #9827)	Fatal	Yes	
Reason:	Overridden by administrator. This institution confirms 1 student was last enrolled in June 2016, but the award was not conferred until July. LCT			

Screen: Unduplicated count

Screen Entry	The percentage of students whose race and ethnicity are unknown is greater than expected. Please correct your data or explain. (Error #9120)	Explanation	Yes	
Reason:	The Boston Conservatory at Berklee implemented improved systems over the past year to correct the large percentage of unknown race and ethnicity data, but as of the census dates a number of these were still unknown.			