

CEW Sub-Baccalaureate Postsecondary Data Request

Please review this document for guidelines to the CEW certificate and associate degree data request. We are hoping to use this information as part of a CEW study of sub-baccalaureate education.

This sheet (tab 1) defines the reporting universe and the metrics (columns) to be included. Tabs 2 and 3 form the core of the data request and outline the reporting format for the two levels of detail we are requesting, including details on the different breakouts (rows) that the metrics should be reported for as well as a sample template laying out how the metrics and breakouts are arranged. Please use or follow the format of the template when reporting your data. Tab 4 contains additional survey questions that will help us better understand and analyze the data that you are reporting.

While the reporting metrics and breakouts defined in this document reflect our preferred reporting framework, if they are unavailable please substitute with your preferred measures and indicate what you are using. For example, if you report wages on a fiscal year basis rather than a calendar year, please indicate what you are able to share. Please report earnings and wages in nominal dollars, if possible, or include information on how they were inflation adjusted on the supplementary sheet.

Universe

Years: In order to establish a common frame of reference, all states are asked to report on calendar years 2009-2014, if possible. Reporting on any additional years of completers is greatly appreciated.

Award Types Please include completions for students in all Associate degree and certificate programs at public institutions, **excluding** post-Baccalaureate or graduate level certificates. Include certificate and Associate degree programs that are focused on transfer and general studies as well as CTE and occupationally oriented programs.

Reporting Metrics (columns):

Number of Completions

The number of each award type completed in each year (calendar year preferable). We are focusing on number of awards rather than headcount of completers in order to reduce reporting burden by removing the need to de-duplicate counts. For multiple awardees, each of their awards should be counted separately in the year, award type, and subject area (CIP) category that it falls into.

For example, an individual that completes a 1 year certificate in CIP 14.0101 in 2008 and an Associate of Arts in CIP 24.0101 in 2009 would be included in the completions counts on sheet 2 in both the 2008 1 year certificate earners in CIP 14 and 2009 Associate of Arts earners in CIP 24 rows. On sheet 3, the individual would be included in the completions count in both the 2008 1 year certificate earners in CIP 14.0101 and 2009 Associate of Arts earners in CIP 24.0101 rows.

Number found in wage records, 1 year post-completion

The total number of completions with matching unemployment wage records and positive earnings in any of the four quarters in the calendar year after their completion year. Again, this number is based on the number of awards earned rather than an unduplicated headcount of individual completers. Each award with a corresponding, valid wage record in any quarter in the calendar year after *the year of completion* would be counted once.

For example, a student that completed a certificate or Associate's degree anytime in calendar year 2009 would be included in this figure for completion year 2009 if a matching wage record is found for the individual in any of the four quarters in calendar year 2010. If the student also earned a 1-year certificate in 2010, it would be included in this count for 1-year certificates in 2010 as well if a matching wage record exists for the individual in any quarter of 2011.

Mark as "N/A" if wage records 1 year post-completion are not yet available for the year of completers being reported, i.e. 2015 wage records are not available for 2014 completers.

Median Wages, 1 year post-completion

Median (50th percentile) wage earnings in the calendar year following completion for all awards with matching UI wage records in any of the four quarters that calendar year. Please report nominal figures (not inflation adjusted), if possible. Again, this figure is calculated based on awards rather than individuals and includes all awards with a matching wage record in any of the four quarters of the calendar year following completion.

For example, for students that complete a certificate or Associate's degree in 2010, the figure would be reported under completion year 2010 and would reflect the median annual wage earnings* in 2011 of all completions that have a matching UI wage records in any quarter of 2011. If one of those students also earned another award in 2010, his/her total wages in 2011 would be included in the calculation for this figure in 2010 under the award type and/or subject area of the additional award as well. Finally, if the student completed a third award in 2011 and had a matching wage record in at least one quarter of 2012, his/her total earnings across all jobs and quarters in 2012 would be included in the calculation for this figure in 2011 under the award type and subject area of the third credential as well.

Mark as "N/A" if wage records 1 year post-completion are not yet available for the year of completers being reported, i.e. 2015 wage records are not available for 2014 completers.

*Annual wage earnings = the sum of each awardee's wage earnings across all his/her jobs and quarters with a matched wage record in the calendar year after completion.

Mean Wages, 1 year post-completion

Mean (average) wage earnings in the calendar year following completion for all awards with matching UI wage records in any of the four quarters that calendar year. Please report nominal figures (not inflation adjusted), if possible. Again, this figure is calculated based on awards rather than individuals and includes all awards with a matching wage record in any of the four quarters of the calendar year following completion.

For example, for students that complete a certificate or Associate's degree in 2010, the figure would be reported under completion year 2010 and would reflect the average annual wage earnings* in 2011 of all completions that have a matching UI wage records in any quarter of 2011. If one of those students also earned another award in 2010, his/her total wages in 2011 would be included in the calculation for this figure in 2010 under the award type and/or subject area of the additional award as well. Finally, if the student completed a third award in 2011 and had a matching wage record in at least one quarter of 2012, his/her total earnings across all jobs and quarters in 2012 would be included in the calculation for this figure in 2011 under the award type and subject area of the third credential as well.

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*Annual wage earnings = the sum of each awardee's wage earnings across all his/her jobs and quarters with a matched wage record in the calendar year after completion.

Number found in wage records, 3 years post-completion

The total number of completions with matching unemployment wage records and positive earnings in any quarter of the calendar year 3 years after their completion year. Again, this number is based on the number of awards earned rather than an unduplicated headcount of individual completers. Each award with a corresponding, valid wage record in any of the four quarters of the calendar year 3 years after *the year of completion* would be counted once.

For example, a student that completed a certificate or Associate's degree anytime in calendar year 2009 would be included in this figure for completion year 2009 if a matching wage record is found for the individual in any quarter of 2012. If the student also earned a 1-year certificate in 2010, s/he would be included in this count for 1-year certificates in 2010 as well if a matching wage record exists for the individual in any quarter of 2013.

Mark as "N/A" if wage records 3 years post-completion are not available for the year of completers being reported, i.e. 2016 wage records are not available for 2013 completers.

Median Wages, 3 years post-completion

Median (50th percentile) wage earnings in the calendar year 3 years after the year of completion for all awards with matching UI wage records in any quarter that calendar year. Please report nominal figures (not inflation adjusted), if possible. Again, this figure is calculated based on awards rather than individuals and includes all awards with a matching wage record in any of the four quarters of the calendar year 3 years after completion.

For example, for students that complete a certificate or Associate's degree in 2010, the figure would be reported under completion year 2010 and would reflect the median annual wage earnings* in 2013 of all completions that have a matching UI wage records in any quarter of 2013. If one of those students also earned another award in 2010, his/her total wages in 2013 would be included in the calculation for this figure in 2010 under the award type and/or subject area of the additional award as well. Finally, if the student completed a third award in 2011 and had a matching wage record in at least one quarter of 2014, his/her total earnings across all jobs and quarters in 2014 would be included in the calculation for this figure in 2011 under the award type and subject area of the third credential as well.

Mark as "N/A" if wage records 3 years post-completion are not yet available for the year of completers being reported, i.e. 2016 wage records are not available for 2013 completers.

*Annual wage earnings = the sum of each awardee's wage earnings across all his/her jobs and quarters with a matched wage record in the calendar year 3 years after completion.

Mean Wages, 3 years post-completion

Mean (average) wage earnings in the calendar year 3 years after the year of completion for all awards with matching UI wage records in any quarter that calendar year.

Please report nominal figures (not inflation adjusted), if possible. Again, this figure is calculated based on awards rather than individuals and includes all awards with a matching wage record in any of the four quarters of the calendar year 3 years after completion.

For example, for students that complete a certificate or Associate's degree in 2010, the figure would be reported under completion year 2010 and would reflect the average annual wage earnings* in 2013 of all completions that have a matching UI wage records in any quarter of 2013. If one of those students also earned another award in 2010, his/her total wages in 2013 would be included in the calculation for this figure in 2010 under the award type and/or subject area of the additional award as well. Finally, if the student completed a third award in 2011 and had a matching wage record in at least one quarter of 2014, his/her total earnings across all jobs and quarters in 2014 would be included in the calculation for this figure in 2011 under the award type and subject area of the third credential as well.

Mark as "N/A" if wage records 3 years post-completion are not yet available for the year of completers being reported, i.e. 2016 wage records are not available for 2013 completers.

*Annual wage earnings = the sum of each awardee's wage earnings across all his/her jobs and quarters with a matched wage record in the calendar year 3 years after completion.