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## ENROLLMENT DATA WORKSHEET

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**Purpose:** To collect, develop, and publish data and information that generates usable knowledge regarding the condition of higher education in the Commonwealth of Virginia in support of the State Council of Higher Education for Virginia.

**Instructions:**

**Degree-granting schools:** using the **most recent Fall** headcount, record the total number of enrolled students claiming Virginia residence using the following categories on the Institutional Certification Enrollment Data worksheet attached:

- Non-Resident Alien
- Black, African American
- American Indian/Alaskan Native
- Asian
- Hispanic of Any Race
- White
- Native Hawaiian/Pacific Islander
- 2 or More Races
- Race/Ethnicity Unknown
- Traditional Student (age 18 – 24)
- Non-Traditional Student (age 25+)

**Non-degree granting schools:** using entire enrollment from **most recent full academic/calendar year**, record the total number of enrolled students claiming Virginia residence using the categories listed above on the Institutional Certification Enrollment Data worksheet attached.

The information provided should include first-time, transfer and continuing students attending your school who are seeking a diploma and/or certificate or enrolled in one of the degree programs offered by your school. Please leave fields which are not applicable to your school blank.

The Institutional Certification Enrollment Data worksheet can be included in the application package or emailed to [ToshaRobinson@schev.edu](mailto:ToshaRobinson@schev.edu).