

Northern Arizona University Terminology and Methodology Changes for Fall 2006 Census

In prior semesters, the census process provided NAU with official headcounts, student credit hour (SCH) totals, and full-time equivalent (FTE) totals – the basis for mandatory state and federal reporting. The official headcounts reflected only those students the state allowed us to count in the FTE totals for budget purposes. The student populations we were not allowed to count in FTE calculations were:

- Students exclusively enrolled in remedial courses
- Students exclusively enrolled in Arizona Universities Network (AZUN) courses with an ASU and/or UA subject
- Students in World Wide University (WWU)
- Students in the ISEOUT (International Student Exchange Outgoing) study agreement
- Students in the NSEBOUT (National Student Exchange Plan B Outgoing) study agreement
- Students in Western Governor's University (WGU)

In addition to these restrictions, the Arizona Board of Regents' Enrollment Policy (2-103) specified we could only count students who paid their tuition and fees by the 21st day of the semester, or those who were partially unpaid as a result of a recent drop or add transaction, or those who were in a university-approved tuition payment plan. The census process verified payment before marking students as official and additional manual review of partially paid students was also conducted.

Requirements for FTE calculations and the ABOR Enrollment Policy have not changed, however, as a result of other recently approved legislation and discussions with the other Arizona universities, NAU made the decision to make some changes to its method of calculating headcount for the Fall 2006 semester:

- Headcount totals no longer reflect only those students included in the FTE calculations; instead, headcounts are actually a count of "All Enrolled" students.
 - Students listed as exclusions above (remedial, AZUN, WWU, etc.) are still excluded from SCH and FTE calculations per state requirements.
 - Students listed as exclusions above are included in the All Enrolled headcounts, and counts back to Fall 2003 have been restated to reflect All Enrolled headcounts to ensure apples-to-apples comparisons.
- The fee delete (enrollment cancellation) process that was run in prior semesters was not run this fall; instead students who owed more than \$500 in tuition/fees were placed in payment plans in order to retain enrollments and offer better student service. Frequent contact (via a variety of methods) was made with students who were placed in payment plans if they had not yet made a payment, and students who are really not in attendance were withdrawn. Great effort has been made to review and contact all students in question.

The Fall 2006 All Enrolled Headcount will consist of:

- **Official students – those included per the state in SCH and FTE totals.**
- **Unofficial students – those excluded per the state from SCH and FTE totals (Exclusively remedial classes, exclusively ASU or UA subject classes, WWU, ISEOUT, NSEBOUT, WGU)**