



SIVUNINJIT

DICTIONARY





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academic advisor

An academic advisor is a faculty member formally assigned to students to help guide them in choosing appropriate classes to achieve their educational goals. Degree-seeking students are assigned a faculty academic advisor in their program. Non-degree-seeking students are assigned a faculty advisor whose goal it is to help funnel the students into the appropriate programs.

academic petition

Form used to substitute an alternative course for one that is a program requirement; must be approved by the student's advisor and the Dean of Academic Affairs.

academic year

Combination of the summer, fall, and spring semesters.

acceptance

Admission to a program; student is considered program active.

Accuplacer

Placement assessment administered by the college to determine the appropriate Math and English course levels for a student.

add (drop/add)

Student who starts attending class during the first week of instructional time, (n.b. 2nd week with instructor permission).

admission

Formal acceptance into a program of study; student is considered program active.

American Indian Higher Education Consortium (AIHEC)

Consortium of 37 Tribal Colleges and Universities (TCUs) whose primary purpose is to provide higher education opportunities to American Indians through programs that are locally and culturally based and are holistic and supportive.

American Indian Measures of Success (AIMS)

Data collected and published annually by AIHEC to include TCU enrollment, budgets, curricula, facilities, services, and student outcomes for the purpose of informing the colleges, AIHEC, the American Indian College Fund, and the White House Initiative on Tribal Colleges and Universities.

applicant

A potential student seeking admission to a program.

application

A series of forms (paper or electronic) submitted by a potential student to gain admission to a program.

certificate

A certificate is awarded for successful completion of a series of courses with an emphasis in a particular discipline that typically requires completion of 15 credits (Certificate, Level I) or 30 credits (Certificate, Level II). All credits earned for a certificate will also count toward the degree in that same discipline.

CIP Code

Classification of Instructional Program code. The Classification of Instructional Programs is a taxonomy established by the U.S. Department of Education to describe academic fields of study. CIP codes are assigned to courses, majors, and academic departments.

corequisite

A course that must be taken concurrently with another course.

completion rate (course)

Number of students who successfully complete a course they registered for; successful completion: Grade of C- or higher and P. Formula: $[\# \text{ p/a students who completed course with Grade C- or higher or P}] \div [\# \text{ total p/a students registered} - \# \text{ withdrawals}]$.

completion rate (program)

The percentage of students in a program (cohort) who graduate or complete the program within 150% of the time from the year they were admitted (3 years for associates degree).

concentration/emphasis

An approved series of courses within a program of study.

Continuing education unit (CEU)

Learning activities which are not categorized under academic credit. One CEU requires 10 contact hours of participation in an organized educational experience.

cost of attendance

An estimate of the total cost of attending the institution full time for one year, used in calculating financial aid; includes tuition and fees, books and supplies, room and board, transportation, and personal expenses.

credit hour

A quantification of student academic learning. One unit represents what

a typical student might be expected to learn in one week (40-45 hours including class time and preparation) of full-time study. Thus, a six-week summer session might, if full-time, equate to six units. An alternative norm is one unit for three hours of student work per week (e.g., one hour of lecture and two of study or three of laboratory) for ten weeks a quarter or 15 weeks a semester. Iñisaðvik uses the Carnegie unit to measure credit hours, which is a national currency standard in postsecondary education.

degree

A degree is awarded for successful completion of a series of courses with emphasis in a particular discipline; this typically requires 60-63 credits for an associate degree and 120 credits for a bachelor's degree.

degree-seeking

A student who has been admitted to a program and is actively pursuing a degree, certificate, or endorsement.

drop (drop/add)

A student who stops attending or chooses not to continue a course during the first 15% of instructional time; student is not counted in reports and the course will not appear on transcripts.

drop out/early leaver

A student who stops attending the college without having completed a program.

dual credit

A program that allows high school students to enroll in college-level courses and earn credit toward the high school diploma as well as toward a postsecondary degree or certificate.

uplicated count (enrollment)

A way to count students whereby each student may be counted multiple times if s/he enrolls in multiple classes.

Early Momentum Metric

Near-term metrics that predict long-term success; EMMs focus attention on initial conditions at colleges that are particularly important for solidifying the foundation for student success.

Empower

College Student Information System; the central database that houses all student information; students can register for courses, view statements, schedules, transcripts, documents, etc. by logging in through the college website.

endorsement

An endorsement is awarded for successful completion of a series of courses with emphasis in a particular discipline that typically requires completion of 12 or fewer credits. All credits earned for an endorsement will also count toward the certificates and degree in that same discipline.

enrolled

Status of students who have registered for classes and paid their tuition and fees.

enrollment (college)

Number of students who take classes during a semester; can be duplicate count when students are taking multiple courses.

enrollment (course)

Number of students who register for a course.

enrollment (duplicated count)

Way to count students whereby each student may be counted multiple times if they are enrolled in multiple classes.

ethnicity

Ethnicity is the first part of the two-part classification process mandated by the U.S. Department of Education for collecting information related to an individual's ethnic and racial identity. The Ethnicity code characterizes an individual as either Hispanic or Latino or Not Hispanic or Latino.

Free Application for Federal Student Aid (FAFSA)

The FAFSA is an application that the federal and state government uses to gather financial information needed to assess what Title IV aid a student qualifies for. Students may qualify for PELL, Alaska Education Grant (AEG), and Alaska Performance Scholarship (APS) through this application.

First Year Retention Rate

See Retention Rate - First Year

First Year Student

Student who attends college for the first time.

full-time (student)

Status for any student taking 12 or more credits. For summer semester, full-time is defined as students taking more than 6 credits.

Full-Time Equivalency (FTE)

Means to calculate the credits taken by full-time and part-time students.
Formula: [# of credits taken in a semester by all students] divided by [12].

General Education Diploma (GED)

A battery of tests taken by adults who did not graduate from high school, to measure the extent to which their past experiences have contributed to their attaining the knowledge, skills, and understandings ordinarily acquired through a high school education.

Grade Point Average (GPA)

A number that indicates student achievement on average. Each grade corresponds to a number. An 'A' equals 4 points; an 'F' equals 0 quality points. The GPA is used to determine financial aid eligibility and status, admission into programs, and academic standing.

graduation rate (AIMS & IPEDS)

The percentage of students in a program (cohort) who graduate or complete the program within 150% of the time from the year they were admitted. (3 years for associates degree).

headcount

Number of students who take classes during any given semester. Each student is only counted once, regardless of how many classes s/he took. Same as Unduplicated Count.

inactive

Status of students who have been admitted to a program but have not taken classes towards completion of the program in two semesters; must reapply to continue.

incomplete

A temporary grade, if the student has completed most of the course work, but is unable to finish because of unforeseen circumstances, such as illness, family emergency, or unexpected change in job requirements; an 'incomplete' may extend no longer than 90 days.

Indian Student Count (ISC)

The total number of students enrolled in federally recognized Tribal Colleges and Universities. The ISC is used to determine funding from BIE. The calculation includes a basis on the sum of credit hours of Tribal students divided by 12. For each academic term, the count is based on student registrations at the end of the third week. Credits earned in summer terms count towards the fall term count.

Institutional Retention Rate

See Retention Rate - AIHEC (Institutional)

internship

There are two types of internships (experiential, practical learning in a student's chosen field of study or vocation): one is for academic credit, and one is paid; students must be in good academic standing (2.0 GPA), degree-seeking, and possess demonstrated proficiencies.

IPEDS

The Integrated Postsecondary Education Data System, the post-secondary data collection program of the National Center for Education Statistics, a part of the United States Department of Education. Institutions receiving federal student financial assistance authorized by Title IV of the Higher Education Act of 1965, as amended (20 U.S.C. 1094(a) (17)) must annually complete the IPEDS data collection process.

Key Performance Indicator

A quantifiable measure used to evaluate the success of an activity.

non-degree seeking

Student taking classes but not in the pursuit of a degree, certificate, or endorsement.

non-resident alien

A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.

non-returner/early leaver

Degree-seeking student who did not continue the following year.

Northwest Commission on Colleges and Universities (NWCCU)

One of six regional agencies, the Northwest Commission on Colleges and Universities (NWCCU) is recognized by the United States Department of Education (USDE) and the Council on Higher Education Accreditation (CHEA) to accredit postsecondary institutions.

part-time

Student who takes fewer than 12 credits in the fall or spring semester; fewer than 6 credits in the summer.

persistence rate

Percentage of degree-seeking students who attended the fall semester and continued for the subsequent spring semester.

prerequisite

Usually a specific course which has to be taken or another requirement that has to be met prior to a student being permitted to register for a class. Not all courses have prerequisites, but if they do, they are listed at the end of each course description.

program

A course of study consisting of a series of classes that results in a degree, endorsement or certificate.

race

A classification mandated by the U.S. Department of Education for collecting and reporting information related to an individual's racial and ethnic identity. Individuals must be asked first about their ethnicity and then about their race. The term 'race' refers to physical/genetic traits shared by a group.

register

The process of signing up for courses; students are charged tuition and fees when they register.

residency (housing)

Students who choose to live in the dormitories must be full time students (enrolled in 12 credits) and maintain a GPA of 2.0.

retention rate

The number of students who continue taking classes from one fall semester to the next compared to the total number of students taking classes in the fall. Only tracked for degree seeking students. (See below for different ways to calculate the rate).

Retention Rate – AIHEC (institutional)

Percentage of all degree-seeking students who attend college in a fall semester and are retained in the following fall semester, minus the students who graduated or transferred out.

Formula: # of Returners divided by (# Degree- Seeking Fall students – # of graduates and transfers)

Retention Rate - First Year

Percentage of degree-seeking students who attend college for the first time in a fall semester and are retained in the following fall

Satisfactory Academic Progress (SAP)

SAP is the minimum academic progress required to continue receiving financial aid. To meet SAP, a student must maintain a cumulative GPA of

2.0 or higher, pass 67% (2/3) of the credits enrolled, and be passing enough classes to complete within 150% of the normal time for their selected degree.

Scholarship

A type of financial aid. Typically, a grant or payment made to support a student's education, awarded based on academic achievement or financial need.

Scholarship award letter

This is an official document sent to a student, by the scholarship funder, notifying them that they have been awarded a scholarship detailing the amount of money they will receive, restrictions on its use, and other conditions that must be met to receive this financial aid.

Student Aid Index (SAI)

This is a number calculated using information submitted on a student's FAFSA application. It acts as an eligibility index number that the financial aid office uses to determine federal student aid.

syllabus

A syllabus is a document that includes information about a specific course, such as content, goals, assignments, grades, attendance and late work. It is a guide for students to the kind of teaching and learning they can anticipate in the class by clearly outlining expectations and responsibilities.

transcript

A transcript is a document issued by the college showing the student's academic progress. It lists grades, classes, credit hours, majors, GPA, and other academic information. Students can download their unofficial transcript from EMPOWER or obtain an official transcript from the college's website. Official transcripts will not be released for any student who has an outstanding balance on their student bill.

tuition

The amount of money the college charges for instruction per credit. Note: tuition does not include fees, such as registration fee, student services, or course fees. For a complete listing, refer to the "Tuition and Fees" section in this catalog.

tuition waiver

A form where a student applies for a waiver (dismissal) of tuition charges. Waivers cover tuition only and do not apply to any course or administrative fees. All waiver applications, except for the Elder waiver, must show proof of application for an external scholarship award. to demonstrate awareness of the need to cover fees. Waivers must be applied for every term. Students

must also pass 2/3 of the credits they enroll in and have a 2.0 or greater GPA to be eligible the following term.

- **Mayor's tuition waiver** – for students who have been a North Slope Borough resident for at least 30 days and are at least 18 years old. Students must be admitted to a program for continued eligibility. In addition, this waiver will also apply to course fees.
- **Alaska Native/American Indian (off-slope) tuition waiver** – for AI/AN students residing off slope. Must submit a copy of a tribal card to the registrar's office. Students must be admitted to a program for continued eligibility.
- **North Slope Borough School District (NSBSD) tuition waiver** – for students who are certified teachers or paraprofessionals of the NSBSD.
- **Elder Waiver** – For North Slope Borough residents 62 years or older.
- **Employee tuition waiver** – for Iḷisaḡvik College regular non-introductory employees, their spouse, and dependents. Must earn a grade of a "C" or higher for tuition to be waived. If the student qualifies for the Mayor's tuition waiver, then that waiver should be used instead. See employee handbook and tuition waiver form for more information.

unduplicated count

A way to count students whereby each student is only counted one time, regardless of how many courses s/he enrolls in; same as headcount.

withdrawal

Student who stops attending or chooses not to continue a class after at least 15% (and no more than 60%) of instructional time has elapsed; student is counted in reports and transcripts will show a "W" for the pertinent courses

ARCHIVED DEFINITIONS

declared

Status of a student who has selected and been admitted into a program and is taking classes towards completion of the program each semester. Replaced by degree-seeking in 2023

program active

Previously used to describe the status of a student who was admitted to a program and was taking classes towards completion of the program each semester. Replaced by degree-seeking in 2023

unindicated

Used to refer to students who have not declared a program Replaced by non-degree-seeking in 2023

undeclared

Student who has not selected or been admitted to a program of study but is taking classes with the intention of pursuing a degree Replaced by non-degree-seeking in 2023

