Retention rates will be automatically calculated based on information provided below.

ACADEMIC reporters report retention data as of the institution's official Fall reporting date or as of October 15. PROGRAM reporters report retention data on students enrolled in the institution at any time between August 1 and October 31.

When reporting data below, remember to:

- Include only FIRST-TIME BACHELOR'S students in your full- and part-time cohorts. Do not include students who transferred into your institution.
- Determine student status (full- or part-time) using Fall 2012 status (e.g. if a student was part-time in Fall 2012, report him or her in the part-time cohort regardless of his or her Fall 2013 status).
- Following reasons: died or were totally and permanently disabled; to serve in the armed forces (including those called to active duty); to serve with a foreign aid service of the Federal Government (e.g. Peace Corps); or to serve on official church missions.

The worksheet will subtract exclusions from the original cohorts and use adjusted cohorts for calculating the retention rates.

**FULL-TIME, FIRST-TIME BACHELOR'S COHORT RETENTION:**

- Full-Time, First-Time Fall 2012 bachelor's-seeking cohort: 979
- EXCLUSIONS from the cohort (see above for definitions): 2
- ADJUSTED cohort: 977
- Students from Fall 2012 STILL ENROLLED as of Fall 2013: 763
- Full-time, first-time Fall 2012 bachelor's cohort retention rate: 78%

**PART-TIME, FIRST-TIME BACHELOR'S COHORT RETENTION:**

- Part Time, First-Time, Fall 2012 bachelor's seeking cohort: 36
- EXCLUSIONS from the cohort (see above for definitions): 0
- ADJUSTED cohort: 36
- Students from Fall 2012 STILL ENROLLED as of Fall: 29
- Part-time, first-time Fall 2012 bachelor's cohort retention rate: 81%