



2013 School, Program and Completions Files  
Extracted from the  
Integrated Postsecondary Education Data System (IPEDS)

National Crosswalk Service Center  
in cooperation with the  
Analyst Resource Center



# Workforce Information Database

## Schools, Programs, Completions and Supply Tables

### Introduction

Information about education and training opportunities has become increasingly important to the workforce development community. State Workforce Information units have had varying degrees of success in obtaining this information from state and local education agencies. Some have turned to information gathered by the National Center for Education Statistics (NCES) in its Integrated Postsecondary Education Data System survey (IPEDS – see <http://nces.ed.gov/ipeds/>). The 2012 IPEDS data contain information from over 7,500 institutions, private and public, and ranging from certificate programs to doctoral and first professional degrees. They represent information about over 4.8 million program completions in over 217,000 programs.

One historical feature of the IPEDS data has been the absence of any geographic identifiers below the state level. The release of the 2009 Institutional Characteristics file included the introduction of county codes and latitude and longitude data. In prior years, the NCSC, through the use of Geographic Information System (GIS) software and other resources added these variables to nearly all of the institution records. (**NOTE:** the Institutional Characteristics file still contains only one record per institution, and the information contained in the NOTE ON GEOGRAPHY section still applies.)

This document contains the structures of the WID files populated by the NCSC and related lookup files. Primary and foreign key constraints are in place in the database. Total record counts and notes on the files' creation, content and limitations are included for the files derived from IPEDS.

### **NOTE ON GEOGRAPHY**

Within IPEDS, geography is found only within the Institutional Characteristics (IC) file. Other IPEDS file link to this file through their UNITID variable (INSTCODE in the Workforce Information Database). Generally speaking, each institution will have only one record, and thence one address, in the IC file. This geographic limitation is reflected in the contents of the PROGRAMS, PROGCOMP and SUPPLY tables described by this document. While an institution may offer programs at several locations in several counties, unless there is a record in the IC file for each of those locations, it's impossible to determine which programs and how many program completers relate to any of the satellite locations. Users should compare institutions in the SCHOOLS table with the list of known institutions for their state in order to determine the potential impact of this limitation.

Data Tables

<b>progcomp</b> This table contains information about program completers.			
<b>Column</b>	<b>Type</b>	<b>Constraint</b>	<b>Description</b>
stfips	char(2)	Primary Key 2, 3, 4, 5	State FIPS code.
areatype	char(2)	4	Code describing type of geographic area: e.g. county, service delivery area, MSA.
area	char(6)	4	Six digit code assigned to represent a geographic area. Front fill with zeroes.
instcode	char(10)	Primary Key 2	Unique code representing the institution.
periodyear	char(4)	Primary Key 1	Character representation of calendar year (e.g. 1996).
periodtype	char(2)	Primary Key 1	Code describing type of period (e.g. annual, quarterly, monthly, etc.).
period	char(2)	Primary Key 1	Period Code. Will be set to '00' where periodtype is annual.
codetype	char(2)	Primary Key 5	Code describing the type of occupation or training code.
code	char(10)	Primary Key 5	The classification code used by the state for this data element. This code could be DOT, OES, CIP, Cluster, SOC, Census, etc. For codes not 10 character long, left justify and blank (ASCII 32) fill.
compltpe	char(2)	Primary Key 3	Two digit code representing type of program completer.
completers	numeric(8)		Number of program completers.
placecomp	varchar(MAX)		Information about post completion labor force status of completers.
<b>Constraint Information</b>			
1 Foreign Key (progcomp.periodyear, progcomp.periodtype, progcomp.period) references (period.periodyear, period.periodtype, period.period)			
2 Foreign Key (progcomp.stfips, progcomp.instcode) references (schools.stfips, schools.instcode)			
3 Foreign Key (progcomp.stfips,progcomp.compltpe) references (compltyp.stfips, compltyp.compltpe)			
4 Foreign Key (progcomp.stfips, progcomp.areatype, progcomp.area) references (geog.stfips, geog.areatype, geog.area)			
5 Foreign Key (progcomp.stfips, progcomp.codetype, progcomp.code) references (occcodes.stfips, occcodes.codetype, occcodes.code)			

**progcomp** This table contains information about program completers.

Column	Type	Constraint	Description
		<u>Note:</u>	<u>Then code refers to a:</u>
		<u>If codetype is:</u>	
		01.....	Cluster code
		02.....	OES code
		03.....	CIP 2000 code
		04.....	DOT code
		06.....	2000 Census occupation code
		07.....	CIDS code
		08.....	SOC 2000 code
		09.....	State specific code
		12.....	O*NET code
		13.....	Micro Matrix code
		14.	SOC 2010 code
		15	CIP 2010 code
		16	2010 Census occupation code
NOTES:			
<ul style="list-style-type: none"> <li>• SOURCE: 2012 IPEDS Completions File</li> <li>• 185,874 total records</li> <li>• All records contain CIP 2010 codes in the CODE field</li> <li>• See the <b>NOTE ON GEOGRAPHY</b> at the beginning of this document</li> </ul>			

<b>programs</b>	This table contains information about programs that are offered by education and training providers.		
Column	Type	Constraint	Description
stfips	char(2)	Primary Key 1, 3, 4, 5, 6	State FIPS code.
areatype	char(2)	5	Code describing type of geographic area: e.g. county, service delivery area, MSA.
area	char(6)	5	Six digit code assigned to represent a geographic area. Front fill with zeroes.
instcode	char(10)	Primary Key 1	Unique code representing the institution / training provider.
codetype	char(2)	Primary Key 6	Code describing the type of occupation or training code.
code	char(10)	Primary Key 6	The classification code used by the state for this data element. This code could be DOT, OES, CIP, Cluster, SOC, Census, etc. For codes not 10 characters long, left justify and blank (ASCII 32) fill.
compltpe	char(2)	Primary Key 4	Two digit code representing type of program completed.
length	numeric(4)		The length of the training program at the institution (years, months, weeks, etc.)
lengthtype	char(2)	3	The identifying code assigned to the program length.
progcost	numeric(6)		The cost of the program.
progtile	varchar(100)		Title used by the training provider for the program.
progdesc	varchar(MAX)		A narrative summary of the program objective.
cipcode	char(10)	2	A ten digit code assigned to a Classification of Institutional Programs (CIP) program title.
url	varchar(200)		Uniform Resource Locator for the program.
classroom	char(1)		Classroom 1 = yes 0 = no
online	char(1)		Online instruction 1 = yes 0 = no
classtime	char(1)		Class times (see field values)
Constraint Information			
1 Foreign Key (programs.stfips, programs.instcode) references (schools.stfips, schools.instcode) 2 Foreign Key (programs.cipcode) references (cipcode.cipcode) 3 Foreign Key (programs.stfips, programs.lengthtype) references (lentype.stfips, lentype.lengthtype) 4 Foreign Key (programs.stfips, programs.compltpe) references (compltpe.stfips, compltpe.compltpe) 5 Foreign Key (programs.stfips, programs.areatype, programs.area) references (geog.stfips, geog.areatype, geog.area) 6 Foreign Key (programs.stfips, programs.codetype, programs.code) references (occcodes.stfips, occcodes.codetype, occcodes.code)			

**programs** This table contains information about programs that are offered by education and training providers.

Column	Type	Constraint	Description
		<u>Note:</u>	<u>If codetype is:</u>
			<u>Then code refers to a:</u>
		01.....	Cluster code
		02.....	OES code
		03.....	CIP 2000 code
		04.....	DOT code
		06.....	2000 Census occupation code
		07.....	CIDS code
		08.....	SOC 2000 code
		09.....	State specific code
		12.....	O*NET code
		13.....	Micro Matrix code
		14.	SOC 2010 code
		15	CIP 2010 code
		16	2010 Census occupation code
<b>NOTES:</b>			
<ul style="list-style-type: none"> <li>• Source: 2012 IPEDS Completions File</li> <li>• 217,457 Records</li> <li>• All records contain CIP 2010 codes in the CODE field</li> <li>• Values for LENGTH, LENGTHTYPE, PROGCOST, PROGDESC, URL not available</li> <li>• See the <b>NOTE ON GEOGRAPHY</b> at the beginning of this document</li> </ul>			

<b>schools</b>	This table contains one record for every training provider in the state. Each training provider will be identified by a code. The training provider will be coded by type - field 'insttype'.		
Column	Type	Constraint	Description
stfips	char(2)	Primary Key 1,2	State FIPS code.
areatype	char(2)	1	Code describing type of geographic area: e.g. county, service delivery area, MSA.
area	char(6)	1	Six digit code assigned to represent a geographic area. Front fill with zeroes.
instcode	char(10)	Primary Key	Unique code representing the institution.
insttype	char(2)	2	Identifies the type of training institution (WIA Provider, vocational center, community college, university).
instown	char(1)	3	Institution ownership code.
instname1	varchar(80)		Primary name of the training institution.
instname2	varchar(80)		Secondary name of the training institution.
address1	varchar(35)		Address of the training institution.
address2	varchar(35)		Address of the training institution.
city	varchar(30)		City.
st	char(2)		State.
zip	char(5)		Postal zip code for the business address.
zipext	char(4)		Zipcode extention.
latitude	numeric(11,6 )		Physical location – latitude
longitude	numeric(11,6 )		Physical location – longitude
geocode	char(1)	4	Physical location – geocode precision level code. The precision of the longitude and latitude coordinates.
telephone	char(10)		Training institution telephone number.
teleext	varchar(10)		Training institution telephone extention.
fax	char(10)		Training institution fax number.
url	varchar(200)		Uniform Resource Locator.
contact	varchar(50)		Name of person to contact at the training institution.
distancelearn	char(1)		Distance learn only 1= distance learn or online or correspondence ONLY 0= otherwise
satellitecampus	char(1)		Satellite campus 1=yes, 2=no (main campus)
ein	char(9)		Employer Identification Number
Constraint Information			
1 Foreign Key (schools.stfips, schools.areatype, schools.area) references (geog.stfips, geog.areatype, geog.area)			
2 Foreign Key (schools.stfips, schools.insttype) references (insttype.stfips, insttype.insttype)			
3 Foreign Key (schools.instown) references (instown.instown)			
4 Foreign Key (schools.geocode) references (geocode.geocode)			
NOTES:			
<ul style="list-style-type: none"> <li>Source: 2012 IPEDS Institutional Characteristics File</li> </ul>			

**schools** This table contains one record for every training provider in the state. Each training provider will be identified by a code. The training provider will be coded by type - field 'insttype'.

Column	Type	Constraint	Description
			<ul style="list-style-type: none"> <li>• 7,653 Records</li> <li>• County identifiers, latitude and longitude were developed by NCES from Census Bureau TIGER files.</li> <li>• Length of INSTNAME1 is 100, based on source file contents</li> <li>• Length of ADDRESS1 is 75, based on source file contents</li> <li>• INSTNAME2, ADDRESS2, FAX and CONTACT are empty</li> <li>• Additional field, EIN, added in response to requests</li> <li>• See the <b>NOTE ON GEOGRAPHY</b> at the beginning of this document</li> </ul>



<b>supply</b> Completer data for all occupational training providers in the state.			
<b>Column</b>	<b>Type</b>	<b>Constraint</b>	<b>Description</b>
stfips	char(2)	Primary Key 1, 3, 5, 6	State FIPS code.
areatype	char(2)	Primary Key 1	Code describing type of geographic area: e.g. county, service delivery area, MSA.
area	char(6)	Primary Key 1	Six digit code assigned to represent a geographic area. Front fill with zeroes.
periodyear	char(4)	Primary Key 2	Character representation of calendar year (e.g. 1996).
periodtype	char(2)	Primary Key 2	Code describing type of period (e.g. annual, quarterly, monthly, etc.)
period	char(2)	Primary Key 2	Period Code. Will be set to '00' where periodtype is annual.
inststtype	char(2)	Primary Key 3	Identifies the type of training institution (WIA Provider, vocational center, community college, university).
instown	char(1)	Primary Key 4	Institution ownership code.
codetype	char(2)	Primary Key 6	Code describing the type of occupation or training code.
code	char(10)	Primary Key 6	The classification code used by the state for this data element. This code could be DOT, OES, CIP, Cluster, SOC, Census, etc. For codes not 10 characters long, left justify and blank (ASCII 32) fill.
complttype	char(2)	Primary Key 5	A two digit code representing type of program completer. (e.g. Completers with Associates Degree are coded as 03)
completers	numeric(8)		Number of program completers.
<b>Constraint Information</b>			
1 Foreign Key (supply.stfips, supply.areatype, supply.area) references (geog.stfips, geog.areatype, geog.area)			
2 Foreign Key (supply.periodyear, supply.periodtype, supply.period) references (period.periodyear, period.periodtype, period.period)			
3 Foreign Key (supply.stfips, supply.inststtype) references (inststtype.stfips, inststtype.inststtype)			
4 Foreign Key (supply.instown) references (instown.instown)			
5 Foreign Key (supply.stfips, supply.complttype) references (complttype.stfips, complttype.complttype)			
6 Foreign Key (supply.stfips, supply.codetype, supply.code) references (occcodes.stfips, occcodes.codetype, occcodes.code)			

**supply** Completer data for all occupational training providers in the state.

Column	Type	Constraint	Description
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<u>Note:</u>	<u>If codetype is:</u>	<u>Then code refers to a:</u>
	01.....	Cluster code
	02.....	OES code
	03.....	CIP 2000 code
	04.....	DOT code
	06.....	2000 Census occupation code
	07.....	CIDS code
	08.....	SOC 2000 code
	09.....	State specific code
	12.....	O*NET code
	13...	Micro Matrix code
	14	SOC 2010 code
	15	CIP 2010 code
	16....	2010 Census occupation code

**NOTES:**

- Source: 2012 IPEDS Completions File
- 255,222 Records
- Contains counts for CIP 2010 programs for the U.S., states and counties
- See the **NOTE ON GEOGRAPHY** at the beginning of this document

Lookup Tables (No changes to prototype database structure or content)

<b>geocode</b> This table contains one record for each level of precision of the geocode.			
Column	Type	Constraint	Description
geocode	char(1)	Primary Key	Code for the precision level of the geocode.
geopdesc	vvarchar(40)		Description of the precision geocode.
Constraint Information			
N/A			
<b>geocode</b>	<b>0 = Address</b> <b>2 = Zip+4 centroid</b> <b>4 = Zip+2 centroid</b> <b>X = ZIP code centroid</b>		

<b>instown</b> This table contains a record for each training institution owner.			
Column	Type	Constraint	Description
instown	char(1)	Primary Key	Institution ownership code.
instowndes	vvarchar(40)		Description or title of training institution owner.
Constraint Information			
N/A			
<b>instown</b>	<b>1 = Public institution</b> <b>2 = Private for profit institution</b> <b>3 = Private non-profit institution</b> <b>9 = Not Available</b>		

<b>lentype</b> This table contains a record for each code representing length of a training program			
Column	Type	Constraint	Description
stfips	char(2)	Primary Key 1	State FIPS code.
lengthtype	char(2)	Primary Key	The identifying code assigned to the program length.
lentypesc	vvarchar(50)		A description of the length of the assigned program length code
Constraint Information			
1 Foreign Key (instypes.stfips) references (stfipstb.stfips)			
<b>lengthtype</b>	<b>01 = Years</b> <b>02 = Semesters</b> <b>03 = Trimesters</b> <b>04 = Quarters</b> <b>05 = Months</b> <b>06 = Weeks</b> <b>07 = Days</b> <b>08 = Hours</b> <b>09 = Semester hours</b> <b>10 = Credit hours</b> <b>99 = Unknown</b>		

<b>compltyp</b> This table contains one record for each type of program completer by state.			
<b>Column</b>	<b>Type</b>	<b>Constraint</b>	<b>Description</b>
stfips	char(2)	Primary Key 1	State FIPS code.
compltpe	char(2)	Primary Key	Two digit code representing type of program completer.
compltile	varchar(40)		Title of type of program completer.
compldesc	varchar(4000)		Description of type of program completer.
<b>Constraint Information</b>			
1 Foreign Key (compltyp.stfips) references (stfipstb.stfips)			
<b>compltpe</b>	<b>00 = Sum of all types (Aggregate of all Completer Types)</b> <b>01 = Postsec. Awards/Cert./Diplomas; &lt; 1 yr.</b> <b>02 = Postsec. Awards/Cert./Diplomas; 1-2 yrs.</b> <b>03 = Associate's Degree</b> <b>04 = Postsec. Awards/Cert./Diplomas; 2-4 yrs.</b> <b>05 = Bachelor's Degree</b> <b>06 = Postbaccalaureate Certificates</b> <b>07 = Master's Degree</b> <b>08 = Post-Master's Certificates</b> <b>09 = Doctor's Degrees</b> <b>10 = First-professional Degrees</b> <b>11 = First-professional Cert. (Post-Degree)</b> <b>17 = All Postsecondary Certificates</b> <b>21 = Secondary</b> <b>22 = Postsec. Awards/Cert./Diplomas; &lt;4 yrs.</b> <b>23 = Graduate degrees combined</b> <b>30 = OJT = on-the-job training</b> <b>31 = Employment &amp; training program completers</b> <b>32 = Military separatees</b> <b>33 = Apprenticeship completers</b> <b>34 = Job Corps completers</b> <b>40 = Certificates &lt; 2 yrs.</b> <b>99 = Unidentified</b> <b>NOTE: Because of dual counting, completer type may not aggregate to total.</b> <b>50-70 = State-Defined Completion Types</b>		

<b>insttype</b> This table contains one record for each type of institution in a state.			
<b>Column</b>	<b>Type</b>	<b>Constraint</b>	<b>Description</b>
stfips	char(2)	Primary Key 1	State FIPS code.
insttype	char(2)	Primary Key	Identifies the type of training institution (WIA Provider, vocational center, community college, university).
insttydesc	varchar(50)		A description of the type of institution.
<b>Constraint Information</b>			
1 Foreign Key (insttype.stfips) references (stfipstb.stfips)			
<b>insttype</b>	<b>00 = All Institutions</b> <b>01 = Secondary Schools</b> <b>02 = Public Adult Schools with occupational programs</b> <b>03 = Two-year, Technical, and Community Colleges</b> <b>04 = Four-year Colleges and Universities</b> <b>05 = Private Business and Technical Schools</b> <b>06 = JTPA Programs</b> <b>07 = Apprenticeship Programs</b> <b>08 = Hospital or Health Programs</b> <b>09 = Other education and training institutions</b> <b>20 = Law Enforcement Academies</b> <b>21 = Aviation and Flight Schools</b> <b>22 = WIA Providers</b> <b>99 = Not Available</b> <b>50-70 = State-Defined Institution Types</b>		

<b>geog</b> This table contains geographic area descriptor records.			
<b>Column</b>	<b>Type</b>	<b>Constraint</b>	<b>Description</b>
stfips	char(2)	Primary Key	State FIPS code.
areatype	char(2)	Primary Key	Code describing type of geographic area, e.g., county, service delivery area, MSA.
area	char(6)	Primary Key	Six-digit code assigned to represent a geographic area. Front fill with zeroes.
areaname	varchar(60)		Geographic area name
areadesc	varchar(MAX)		Narrative description of a geographic area
<b>Constraint Information</b>			
N/A			

<b>cipcode</b>	This table contains one record for every CIP code in the current series Classification of Instructional Programs manual. The table should include the hierarchy of codes to include two-, four- and six-digit CIPs.		
<b>Column</b>	<b>Type</b>	<b>Constraint</b>	<b>Description</b>
cipcode	char(10)	Primary Key	A ten-digit code assigned to a current series Classification of Instructional Programs (CIP) program title.
ciptitle	varchar(100)		The instructional program title used to organize training related data, i.e., enrollments, completers, placement.
cipdesc	varchar(MAX)		A definition of the curriculum included in an instructional program.
ciptitls	varchar(35)		A short version of the CIP title used for screen display.
ciplevel	char(1)		Indicator of the hierarchical level of the CIP code.
<b>Constraint Information</b>			
N/A			