

Office of Institutional Research 2017-2018 Reporting Calendar

**All Data Files and Reports must be uploaded at:

https://warehouse.usmd.edu/InstRsch/

Туре	Survey	Time Period	Due to USM
MAC	S30-Foster Care and Unaccompanied Homeless Youth Tuition Waiver	Annual FY16	7/27/17
MAC2	DIS-Degree Information System	Annual-FY17	7/28/17
MAC2	ECS-External Credit System	Annual-FY17	8/4/17
MAC2	Graduate Follow-Up Survey	2016 Graduates	8/11/17
MAC2	NTS-Non-Degree Teacher Candidate	Annual-FY17	8/11/17
USM	MFR Due to USM for DBM & MHEC	Annual-FY17	8/18/17
USM	Regional Centers-Courses	Summer-FY17	9/1/17
USM	Regional Centers-Registrations	Summer-FY17	9/1/17
MAC2	EOTS-End-of-Term System ¹	Winter-FY17	9/8/17
MAC2	EOTS-End-of-Term System ¹	Spring-FY17	9/8/17
USM	JCR Faculty Workload	Annual-FY17	9/15/17
USM	Credit Hours & FTE by Level ²	Summer-FY18 & Fall FY18	9/22/17
USM	Regional Centers-Courses	Fall-FY18	9/29/17
USM	Regional Centers-Registrations	Fall-FY18	9/29/17
MAC2	CIS-Course Information System ³	Winter-FY17	10/6/17
MAC2	CIS-Course Information System ³	Spring-FY17	10/6/17
MAC2	SRS-Student Registration System ⁴	Winter-FY17	10/6/17
MAC2	SRS-Student Registration System ⁴	Spring-FY17	10/6/17
MAC	S7-Opening Enrollment	Fall-FY18	10/13/17
MAC	S11-Institutional SAT Profile ⁵	Fall-FY18	10/20/17
MAC	S3-AIS-Application, Acceptance and Enrollment Information System	Fall-FY18	10/27/17
MAC	S6-Credit Hours of Enrollment	Fall-FY18	10/27/17
MAC2	EIS-Enrollment Information System	Summer-FY18	11/3/17
MAC2	EIS-Enrollment Information System	Fall-FY18	11/3/17
MAC	S15-First-Time Undergraduate Student Cohort SSN Changes	Annual-FY17	11/3/17
MAC2	FAIS-Financial Aid Information System ⁶	Annual-FY17	11/10/17
USM	Peer Performance Measures	Annual-FY17	11/10/17
MAC2	EDS-Employee Data System	Annual-FY18	12/8/17
MAC	DE-Distance Education	Annual-FY17	1/5/18
USM	Dashboard Data	Annual	1/5/18
USM	Regional Centers-Courses	Winter-FY18	2/2/18
USM	Regional Centers-Registrations	Winter-FY18	2/2/18

USM requests additional fields or data included and then strips it out before sending to MHEC for the following:

¹ EOTS: Include +/-'s for First Math & English Grades. (Additional data are then stripped out before MHEC submission)

³ CIS: Include 0 credit hour registrations and courses (labs and other academic courses, not personal development courses).

⁴ SRS: Include 0 credit hour registrations and courses (labs and other academic courses, not personal development courses).

⁶ FAIS: Include Student Classification and Residency

 $^{^2\,} Download \, link: \\ \underline{http://www.usmd.edu/usm/adminfinance/IR/USM \,\, CH \,\, FTE \,\, 4TermWorkbook \,\, 082615.xlsx}$

 $^{^{\}rm 5}$ Excluding UMB and UMUC



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Туре	Survey	Time Period	Due to USM
USM	Enrollment Projections	Annual	2/2/18
USM	Credit Hours & FTE by Level ²	Winter-FY18 & Spring FY18	2/23/18
USM	Regional Centers-Courses	Spring-FY18	2/23/18
USM	Regional Centers-Registrations	Spring-FY18	2/23/18
USM	S25-Report on Students Receiving Disabilities	Spring-FY18	2/23/18
MAC	S7-Opening Enrollment	Spring-FY18	3/2/18
MAC2	CIS-Course Information System ³	Summer-FY18	3/9/18
MAC2	CIS-Course Information System ³	Fall-FY18	3/9/18
MAC2	SRS-Student Registration System ⁴	Winter-FY18	3/9/18
MAC2	SRS-Student Registration System ⁴	Spring-FY18	3/9/18
MAC2	EIS-Enrollment Information System	Winter-FY18	3/23/18
MAC2	EIS-Enrollment Information System	Spring-FY18	3/23/18
USM	Achievement Gap Report	Annual	3/30/18
USM	Cultural Diversity Reports	Annual	3/30/18
MAC2	EOTS-End-of-Term System ¹	Summer-FY18	4/6/18
MAC2	EOTS-End-of-Term System ¹	Fall-FY18	4/6/18
MAC	S30-Foster Care and Unaccompanied Homeless Youth Tuition Waiver	Annual-FY17	5/25/18
MAC	S20-Dream Act	Annual-FY17	6/8/18

^{*}For any questions or concerns about these submissions, please contact Laura Walker or Chad Muntz.

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USM File Transfer Site: https://warehouse.usmd.edu/InstRsch/: DO NOT EMAIL FILES WITH SSNs OR OTHER PERSONALLY IDENTIFIABLE INFORMATION. Reports and Forms should be uploaded under the General File Upload. When requested, files can be securely sent from USM using the "Download Files from USM" feature on the Warehouse site.

Updated 6-27-2017