Midwest Student Exchange Program (MSEP) Data Collection Process 2022-2023
6 October 2022

This presentation is being recorded.
Resources available on the MHEC website post-event.
Please complete our survey.
About MHEC

- Midwestern Higher Education Compact (MHEC) was legislatively created in 1991 and serves the Midwest census region (12 states)
- MHEC brings together leaders from midwestern states to develop and support best practices, collaborative efforts, and cost-sharing opportunities. Through these efforts it works to ensure strong, equitable postsecondary educational opportunities and outcomes for all.
About MSEP

• Began in 1994
• The program is volunteer based with eight states and over 55 institutions in the Midwest choosing to participate.
• Public institutions agree to charge students no more than 150% of the in-state resident tuition rate for selected programs with private institutions offering a 10% reduction on theirs.

• Goals
• Increase postsecondary education opportunities throughout the Midwest
• Provide cost savings for students and families within the region
• Assist the two and four-year public and not-for-profit private institutions with an enrollment management tool.
Thanks to all of you who provided feedback with the consultant that evaluated our data collection process and communications for MSEP. Many of the changes you suggested have been incorporated this year with additional ones to follow.
Hey MHEC! Why do you collect this data and what do you do with it?

• Original purpose of the report was for institutions to utilize the information in making determinations on what programs they want to include in their MSEP program.

### DEGREE PROGRAM PARTICIPATION*

<table>
<thead>
<tr>
<th>DEGREE PROGRAM</th>
<th>COURT OF STUDENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business, Management, Marketing, and Related Support Services</td>
<td>1.0%</td>
</tr>
<tr>
<td>Health Professions and Related Programs</td>
<td>0.4%</td>
</tr>
<tr>
<td>Liberal Arts and Sciences, General Studies and Humanities</td>
<td>7.9%</td>
</tr>
<tr>
<td>Education</td>
<td>6.0%</td>
</tr>
<tr>
<td>Visual and Performing Arts</td>
<td>24%</td>
</tr>
<tr>
<td>Agriculture and Related Sciences</td>
<td>4.3%</td>
</tr>
</tbody>
</table>

*These tables reflect aggregate savings.
MSEP Data Collection Process and Form for AY 2022-2023
Workflow

1. Review the form and data dictionary
2. Collect and insert the data into the form
3. Please check your work.
4. Submit your form by sending it to msep@mhec.org
5. MHEC/MSEP will send you a received receipt
Who do I contact for help?

• Sara Appel  
  Director for M-SARA  
  msepmhec.org  
  612.677.2778 direct  
  765.586.6512 cell  
  • Answer questions  
  • Live demonstrations  
  • Copies of your institutions last MSEP data submission
# Tab 1 – General Information

**Midwest Student Exchange Program (MSEP)**

**2022 - 2023 Data Submission**

**Due: 12/31/2022**

When complete, please email to msep@mhec.org

<table>
<thead>
<tr>
<th>College</th>
<th>University Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>State:</td>
<td></td>
</tr>
<tr>
<td>Institution:</td>
<td></td>
</tr>
<tr>
<td>Institution OPE ID:</td>
<td></td>
</tr>
<tr>
<td>Institution IPEDS ID:</td>
<td></td>
</tr>
</tbody>
</table>

**Zero MSEP Enrollments:**

16. Our institution offers nondifferential tuition for undergraduate programs:

17. Our institution offers nondifferential tuition for graduate programs:

**Contact Information**

18. Name:
19. Role/Title:
20. Email:
21. Phone:

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**Instructions**

1. Complete the following college/university information (rows 11 - 14), place an "X" if you have zero MSEP enrollments to report (line 15), place an "X" if your institution has nondifferential tuition rates for undergraduate programs, (line 16) and/or graduate programs (line 17). For nondifferential tuition we mean that no matter where the student comes from they receive the same tuition rate as resident students. Provide information for whom MHEC should contact with any data questions (lines 19 - 22).

2. Use the terms in the data dictionary to ensure complete and accurate data (tab 2).

3. Query your student information system for MSEP participating students who are enrolled for the fall 2022 term, including students who attended college in the prior summer session, as of your institution’s census date and place this on the data entry sheet (tab 3).
# Midwest Student Exchange Program (MSEP)

## 2022 - 2023 Data Submission

**Due: 12/31/2022**

*When complete, please email to msep@mhec.org*

<table>
<thead>
<tr>
<th>College</th>
<th>University Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>State: Missouri</td>
<td></td>
</tr>
<tr>
<td>Institution: Broderick State University</td>
<td></td>
</tr>
<tr>
<td>Institution OPE ID: 000000</td>
<td></td>
</tr>
<tr>
<td>Institution IPEDS ID: 000000</td>
<td></td>
</tr>
<tr>
<td>Zero MSEP Enrollments:</td>
<td></td>
</tr>
<tr>
<td>Our institution offers nondifferential tuition for undergraduate programs:</td>
<td></td>
</tr>
<tr>
<td>Our institution offers nondifferential tuition for graduate programs:</td>
<td></td>
</tr>
</tbody>
</table>

## Contact Information

| Name: Sara Appel |
| Role/Title: Registrar |
| Email: saraa@bsumo.edu |
| Phone: 573.555.1234 |
# Midwest Student Exchange Program (MSEP)

**2022 - 2023 Data Submission**

**Due: 12/31/2022**

When complete, please email to msep@mhec.org

<table>
<thead>
<tr>
<th>College</th>
<th>University Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>State:</td>
<td>Indiana</td>
</tr>
<tr>
<td>Institution:</td>
<td>Cedar Lane Community College</td>
</tr>
<tr>
<td>Institution OPE ID:</td>
<td>000000</td>
</tr>
<tr>
<td>Institution IPEDS ID:</td>
<td>000000</td>
</tr>
<tr>
<td>Zero MSEP Enrollments:</td>
<td>X</td>
</tr>
</tbody>
</table>

Our institution offers nondifferential tuition for undergraduate programs:

Our institution offers nondifferential tuition for graduate programs:

<table>
<thead>
<tr>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Sara Appel</td>
</tr>
<tr>
<td>Role/Title: Registrar</td>
</tr>
<tr>
<td>Email: <a href="mailto:saraa@clcc.edu">saraa@clcc.edu</a></td>
</tr>
<tr>
<td>Phone: 555.555.1234</td>
</tr>
</tbody>
</table>
# Midwest Student Exchange Program (MSEP)

## 2022 - 2023 Data Submission

**Due: 12/31/2022**

When complete, please email to msep@mhec.org

### College | University Information

State: North Dakota  
Institution: Claude P. Husband University  
Institution OPE ID: 000000  
Institution IPEDS ID: 000000  
Zero MSEP Enrollments:

Our institution offers nondifferential tuition for undergraduate programs: X  
Our institution offers nondifferential tuition for graduate programs: X

### Contact Information

Name: Sara Appel  
Role/Title: Registrar  
Email: saraa@cphu.edu  
Phone: 555.555.1234
## Tab 2 – Data Dictionary

<table>
<thead>
<tr>
<th>Column</th>
<th>Data Field</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>State of Residence</td>
<td>A student’s permanent address as determined by such evidence as a driver’s license or voter registration. For entering freshmen, state of residence may be the legal state of residence of a parent or guardian. Use the following USPS approved state abbreviations: IL, IN, KS, MI, MN, MO, NE, ND, OH, WI</td>
</tr>
<tr>
<td>B</td>
<td>CIP Code</td>
<td>A six-digit code in the form xx.xxxx that identifies instructional program specialties within educational institutions. Classification of Instructional Programs (CIP)</td>
</tr>
<tr>
<td>C</td>
<td>Student Standing</td>
<td>Enter one of the accepted values as outlined below.</td>
</tr>
<tr>
<td></td>
<td>1 - Undergraduate Freshman</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2 - Undergraduate Sophomore</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3 - Undergraduate Junior</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4 - Undergraduate Senior</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5 - Undergraduate 5+ year or other student</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6 - Professional or Graduate Student</td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>Year of MSEP Participation</td>
<td>The number of years this student has been an MSEP discount recipient. If they are new, enter 1. If this is not a known value, enter the number of years the student has been at your institution.</td>
</tr>
</tbody>
</table>
Tab 3 – Data Entry Form
State of Residence | A1

• A student's permanent address as determined by such evidence as a driver's license or voter registration. For entering freshmen, state of residence may be the legal state of residence of a parent or guardian.

• Only include students from MSEP participating states including those from Illinois and Michigan as grandfathered students are still attending.

• Use the United States Postal Service approved state abbreviations.

  • Illinois - IL
  • Indiana - IN
  • Kansas - KS
  • Michigan - MI
  • Minnesota - MN

  • Missouri - MO
  • Nebraska - NE
  • North Dakota - ND
  • Ohio - OH
  • Wisconsin - WI
The CIP (Classification of Instructional Programs) Code is from the National Center for Education Statistics (NCES) that corresponds with the student's program of study.

- You can find CIP Codes at https://nces.ed.gov/ipeds/cipcode/default.aspx?y=56 or download an Excel list from the MHEC/MSEP webpage.

- Enter “99” for undecided or unknown

- Please ensure your CIP Code includes the decimal.

  | 40802 | 4.0802 |
  | No   | Yes   |
Student Standing | C1

• Enter one of the following
  1 – Undergraduate Freshman
  2 – Undergraduate Sophomore
  3 – Undergraduate Junior
  4 – Undergraduate Senior
  5 – Undergraduate 5+ or other student
  6 – Professional or Graduate Student

Did you know...

A listing of what students (commoners) were called in early modern England goes back to 1688.

“Commoners, are such as are at the University Commons, which till they come to some Degree or Preferment there, are distinguished according to their time of being there; as 1. Fresh Men. 2. Sophy Moores. 3. Junior Soph, or Sophester. And lastly Senior Soph.”

Source: https://www.merriam-webster.com/
Year of MSEP Participation | D1

• The number of years this student has been an MSEP discount recipient.
• If they are new, enter 1.
• If this is not a known value, enter the number of years the student has been at your institution.

17
Graduation Status | E1

• Indicate whether or not the student will graduate this year by noting "yes", "no" or "unknown" in this column.
Sample Columns A - E

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td>State of Residence</td>
<td>CIP Code with Decimal</td>
<td>Student Standing</td>
<td>Year of MSEP Participation</td>
<td>Graduation Status</td>
</tr>
<tr>
<td>MN</td>
<td>29.0409</td>
<td>3</td>
<td>2</td>
<td>No</td>
</tr>
<tr>
<td>NE</td>
<td>52.0202</td>
<td>1</td>
<td>1</td>
<td>No</td>
</tr>
</tbody>
</table>
In-State Tuition | F1 and Out-of-State Tuition G1

In-State
• The tuition charged by institutions to those students who meet the state's or institution's residency requirements.

Out-of-State
• The tuition charged by institutions to those students who do not meet the state's or institution's residency requirements.
MSEP Tuition | H1

- The tuition charged by institutions to those students who are receiving the MSEP discount.

Did you know...
The word “tuition” is worth 7 points in Scrabble?
Credits Taken | I1

• The number of credits, or other units of measurement adopted by the institution, for which the student is enrolled and charged.
Tuition Charged | J1

• The amount of money charged to the MSEP recipient for instructional services for the fall 2022 term.
## Sample Columns F - J

<table>
<thead>
<tr>
<th></th>
<th>In-State Tuition</th>
<th>Out-of-State Tuition</th>
<th>MSEP Tuition</th>
<th>Credits Taken</th>
<th>Tuition Charged</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>914.00</td>
<td>$</td>
<td>1,511.00</td>
<td>13</td>
<td>$</td>
</tr>
<tr>
<td>$</td>
<td>914.00</td>
<td>$</td>
<td>1,511.00</td>
<td>12</td>
<td>$</td>
</tr>
</tbody>
</table>
Please

• Let us know if you are having any questions or issues using the form.
• Only include students from the Midwest region.
• Include Illinois and Michigan students
• Use the USPS approved state abbreviations
• Paste only the information requested into the correct columns on the data entry sheet
• Submit your data to msep@mhec.org
Thank You

Sara Appel
Director for M-SARA
msep@mhec.org
612.677.2778 direct
765.586.6512 cell