Guide to the Office of the Registrar records

Finding aid prepared by Ashley Toutain
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Overview of the Collection
Title: Office of the Registrar records
Date (inclusive): 1969-2002
Collection number: USDA_2009_006
Creator: University of San Diego Office of the Registrar
Extent: 1 box (1 linear foot)
Repository: University of San Diego, Archives and Special Collections
Copley Library
5998 Alcalá Park
San Diego, CA 92110
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Abstract: These records consist of the Higher Education General Information Survey (HEGIS) and Integrated Postsecondary Education Data System (IPEDS) reports for the University of San Diego. Information provided to comply with the Student Right to Know Act are also included.
Languages: English

Historical Note
The Office of the Registrar at the University of San Diego oversees the records of USD students and alumni. The office oversees course registration, transcript services, student graduation information and federal statistical reporting. Federal reporting done by the Office of the Registrar included the Higher Education General Information Survey (HEGIS). HEGIS was administered by the US Department of Health, Education and Welfare until 1979 when the Department of Education was created. The HEGIS report included demographic data of enrolled students such as graduation rates, degree area, and financial aid information. HEGIS was also associated with reporting conducted by the Coordinating Council for Higher Education and the California Postsecondary Education Commission which collected data on California institutions. In 1986, HEGIS was phased out and replaced by the Integrated Postsecondary Education Data System (IPEDS). In 2002, the University of San Diego reporting for IPEDS transferred from the Office of the Registrar to the Office of Institutional Research.

Scope and Content Note
The Office of the Registrar records contain reporting information for the Higher Education General Information Survey (HEGIS) and the Integrated Postsecondary Education Data System (IPEDS). These annual reports contain statistical totals for USD enrollment including student enrollment in each degree area, gender and ethnicity totals, freshman profiles, and graduation rates. Correspondence regarding report completion is included. Also among these materials are graduation rate data collected for the Student Right Know disclosures as well as a recruitment plan for Fall 2002.

Arrangement
These records are arranged chronologically into two series:
Series I. Higher Education General Information Survey (HEGIS) Reports
Series II. Integrated Postsecondary Education Data System (IPEDS) Reports

Access Information
These records are open for research.

Preferred citation
[Folder Title], Box # Folder #, Office of the Registrar records, Copley Library, University of San Diego, Archives and Special Collections.

Processing Information
This collection was processed by Tessie Camina in 2009. Further processing was conducted by Ashley Toutain in 2017.

Subjects and Indexing Terms
University of San Diego
California Postsecondary Education Commission
California. Coordinating Council for Higher Education

Guide to the Office of the Registrar records
USDA_2009_006
Integrated Postsecondary Education Data System statistics

Series I: Higher Education General Information Survey (HEGIS) Reports, 1969-1986

Scope and Content Note
This series contains reporting information collected by the Registrar's Office for the Higher Education General Information Survey. Correspondence related to the HEGIS report is also included.

Box/Folder: 1 / 1  HEGIS report, 1969-1970
Box/Folder: 1 / 2  HEGIS report, 1970
Box/Folder: 1 / 3  HEGIS report, 1971
Box/Folder: 1 / 4  HEGIS report, 1972
Box/Folder: 1 / 5  HEGIS report, 1973
Box/Folder: 1 / 6  HEGIS report, 1974
Box/Folder: 1 / 7  HEGIS report, 1975
Box/Folder: 1 / 8  HEGIS report, 1976
Box/Folder: 1 / 9  HEGIS report, 1977
Box/Folder: 1 / 10  HEGIS report, 1978
Box/Folder: 1 / 11  HEGIS report, 1979
Box/Folder: 1 / 12  HEGIS report, 1980
Box/Folder: 1 / 13  HEGIS report, 1981
Box/Folder: 1 / 14  HEGIS report, 1982
Box/Folder: 1 / 15  HEGIS report, 1983
Box/Folder: 1 / 16  HEGIS report, 1984
Box/Folder: 1 / 17  HEGIS report, 1985
Box/Folder: 1 / 18  HEGIS report, 1986

Series II: Integrated Postsecondary Education Data System (IPEDS) Reports, 1987-2002

Scope and Content Note
This series contains reporting information collected by the Registrar's Office for the Integrated Postsecondary Education Data System report. Also included is information provided for the Student Right to Know Act which was enacted in 1990.

Box/Folder: 1 / 19  IPEDS report, 1987
Box/Folder: 1 / 20  IPEDS report, 1988
Box/Folder: 1 / 21  IPEDS report, 1989
Box/Folder: 1 / 22  IPEDS report, 1990
Box/Folder: 1 / 23  IPEDS report, 1991
Box/Folder: 1 / 24  IPEDS report, 1992-1993

Scope and Content Note
[Includes Student Right to Know information.]

Box/Folder: 1 / 25  IPEDS report, 1993-1994

Scope and Content Note
[Includes Student Right to Know information.]

Box/Folder: 1 / 26  IPEDS report, 1994

Scope and Content Note
[Includes Student Right to Know information.]

Box/Folder: 1 / 27  IPEDS report, 1995

Scope and Content Note
[Includes Student Right to Know information.]
Box/Folder: 1 / 28  IPEDS report, 1996
Scope and Content Note
[Includes Student Right to Know information.]

Box/Folder: 1 / 29  IPEDS report, 1997-1998
Scope and Content Note
[Includes Student Right to Know information.]

Box/Folder: 1 / 30  IPEDS report, 1998
Scope and Content Note
[Includes Student Right to Know information.]

Box/Folder: 1 / 31  IPEDS report, 1999-2000
Scope and Content Note
[Includes Student Right to Know information.]

Box/Folder: 1 / 32  IPEDS report, 2000
Scope and Content Note
[Includes Student Right to Know information.]

Box/Folder: 1 / 33  Final Statistics and Freshmen Profile, 2001 Fall, 2002 Fall
Scope and Content Note
[Includes Fall 2002 Undergraduate Recruitment Plan.]