

- **Academic Inventory:** A list of JSCC's official degrees and certificates awarded for an academic year. This inventory shows how many students earned credentials in all programs and pathways the college offers.
- **Academic Program Inventory:** A list of the degrees and certificates that JSCC is authorized to offer and award. This list is approved by the Tennessee Board of Regents, the Tennessee Higher Education Commission, and the Southern Association of Colleges and Schools-Commission on Colleges. This list also includes the federal classification of instructional program (CIP) codes.
- **Academic Year:** Summer term officially starts JSCC's academic year. The year consists of summer, fall, and then spring terms. For many reporting purposes, summer term is often not included.
- **Accreditation:** Certification that a college has met established standards and is nationally or regionally recognized by appropriate accrediting agencies. JSCC's major accrediting agency is the Southern Association of Colleges and Schools-Commission on Colleges (SACSCOC). Many career/technical programs are also accredited by agencies specific to the field. *For example, the Radiography AAS program at JSCC is accredited by the Joint Review Committee on Education in Radiologic Technology.
- **ACT:** The ACT is a widely used college admissions exam. This exam contains four sections: English, Mathematics, Reading, and Science. The results of this exam are often used in determining a student's college-readiness or need for developmental or remedial courses. Universities require a minimum ACT Composite (overall) score in order to be eligible for admission. Jackson State Community College is an open-admission institution, meaning that there is no minimum required ACT score for entrance to the college.
- **Articulation Agreement:** A document that outlines the curriculum agreed to by JSCC and a four-year college or university to satisfy the degree requirements at Jackson State and at the four-year institution.
- **Audit Course:** A type of registration in which students attend a class without receiving credit for the class. Audit courses do not count toward degree requirements.
- **Catalog:** An annual publication for students that provides information on degree requirements, academic calendars, course descriptions, and academic policies. JSCC's catalog also serves as the Student Handbook.
- **Certificate:** A college credential awarded to students who complete a defined program of study in a career-technical area or in general education. Certificates can be earned as a credential needed to enter the workforce or to apply towards an associate degree.
- **Classification of Instructional Programs (CIP) Code:** A numerical classification and standard terminology for secondary and post-secondary instructional programs. CIP codes are used by colleges nationally to report various instructional program data to the U.S. Department of Education and other government and higher education organizations. *All transfer programs (AA/AS) are classified under one CIP code-University Parallel.
- **Commencement (also called Graduation):** A formal ceremony in which colleges award degrees to graduating students. JSCC has one commencement ceremony each year in early May.
- **Continuing Student:** Coded as student type: C. A continuing student is one who is degree-seeking and is enrolled in two or more consecutive terms

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- **Cost of Attendance:** The estimated total cost of attending a specific college or university for one academic year (usually fall and spring semesters). The cost of attendance/education usually includes tuition, fees, room, board, supplies, transportation, and personal expenses.
- **Course Equivalency Guide:** A document that shows how JSCC courses transfer to specific four-year institutions. These are not major-specific. This list is available in the JSCC Admissions and Records Office.
- **Degree-Seeking Student:** A student enrolled in college-level credit courses who is recognized by the institution as seeking a degree or other formal award, such as a certificate. Students must be degree-seeking in order to receive most institutional scholarships, TN Promise, TN Lottery funds, TN Reconnect, or the federal Pell Grant.
- **Drive to 55:** Governor Haslam's initiative to equip 55 percent of Tennesseans with a college degree or certificate by 2025. The Drive to 55 is focused on ensuring that more Tennesseans are equipped with the skills and credentials that will be needed to support the state's economy now and in the future.
- **Dual Enrollment:** A program through which high school students may enroll in college courses while still enrolled in high school. Students complete a dual enrollment application instead of the regular admissions application. Students are considered non-degree seeking until after graduating high school, and therefore are not eligible for federal financial aid. Coded as student type: H.
- **Dual Enrollment Grant:** A grant (that is not paid back) from the state of TN that allows students to take a set number of courses while in high school at no cost to the student. The grant covers tuition and fees but not books.
- **Dual Enrollment Scholarship:** A scholarship (that is not paid back) from the JSCC Foundation that is awarded to high school students to cover the cost of tuition and fees for a set number of courses after the dual enrollment grant has ended.
- **Entering Students:** Students, both full-time and part-time, coming into the institution for the first time in the fall term (or the prior summer term who returned again in the fall). This includes first time students, students transferring into the institution for the first time, and non-degree/certificate seeking students entering in the fall term. *Entering is not the same as being a new student. Only first time, degree-seeking students are considered to be "new."
- **Ethnicity:** Race classification as mandated by the Integrated Post-secondary Education Data System (IPEDS). Non-US-citizens are classified as "non-residents" regardless of their ethnic group. Below are the ethnicity classifications used by the U.S. Department of Education.
 - **Nonresident alien:** A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.
 - **Hispanic/Latino:** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
 - **American Indian or Alaska Native:** A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.
 - **Asian:** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

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- Black or African American: A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Race and ethnicity unknown: The category used to report students or employees whose race and ethnicity are not known.
- Faculty: Employees whose primary job is to teach courses.
- Faculty Rank: A ranking system among faculty in which titles include professor, associate professor, assistant professor, and instructor. Part-time faculty do not have a rank.
- Fall Cohort: The group of students entering in the fall term established for tracking purposes. For the official federal Graduation Rates component, this includes all students who enter the institution as full-time, first-time, degree or certificate-seeking students during the fall term of a given year.
- Fall Term: The part of the academic year that usually begins in late August.
- Financial Aid: Grants, loans, assistantships, scholarships, tuition waivers, tuition discounts, veteran's benefits, employer aid (tuition reimbursement), and other monies provided to students to meet expenses.
- First Time Student/First Time Freshmen: A student attending any institution for the first time as a degree-seeking student. This includes students enrolled in the fall term who attended the same post-secondary institution for the first time as degree-seeking in the prior summer term. This also includes students who entered with dual enrollment credit (credit earned before graduating high school). Coded as student types: B or N.
- Fiscal Year: The 12-month period in which the college's budget is set and administered. For JSCC, the fiscal year begins on July 1 and ends June 30.
- Full-time Equivalent (FTE): A single value providing a meaningful combination of full-time and part-time students. The federal IPEDS data products currently have two calculations of FTE students, one using fall student headcounts and the other using 12-month instructional activity. The SACSCOC uses a slightly different formula when calculating an institution's FTE. FTE is often used as an official count for institutions for budgeting or planning purposes. *FTE is not the same as full-time enrollment or headcount.
- Full-time Enrollment: The total number of students enrolled in 12 credit hours or more in a single term.
- Full-time Student: Any student enrolled in 12 credit hours or more in a term.
- GEAR UP TN: A federally funded college access program that aims to expand the college-going culture in Tennessee and empower students to succeed. Funded through a seven-year grant from the U.S. Department of Education and administered by the Tennessee Higher Education Commission, GEAR UP TN works with organizations in 15 counties across the state to promote college readiness and success. These 15 organizations receive direct services through the GEAR UP TN grant. GEAR UP TN also aims to provide educators, parents, and students across the state with resources and information on the college-going process.

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- General Education Development (GED): The test that provides an opportunity to earn a high school diploma to those who did not graduate from high school but demonstrate that they have acquired a level of learning comparable to that of high school graduates.
- Governing Board: An entity that ensures on behalf of the public the performance of an institution or a group of institutions. Responsibilities of the board may include appointing, supporting, and monitoring the president of the institution; reviewing educational and public service programs; insisting on strategic planning; and, ensuring good management and adequate resources. JSCC is governed by the Tennessee Board of Regents.
- Grade-Point Average (GPA): GPA is determined by dividing the total number of quality points earned by the total number of credit hours which the student attempted, except for credit hours in courses from which the student withdrew in good standing or for courses in which the student receives credits which are not considered when determining GPA (*see Quality Points*). In computing the GPA of a student who has repeated one or more courses, the college will count only the last grade received in the repeated course(s) and count hours attempted only once, provided that the number of repeats in any single course does not exceed two (three total attempts). In the event that a student repeats a course more than twice, the grade and credit hours attempted in the third and subsequent attempts shall be used in determining the GPA. The credit hours earned by repeating a course will be counted only one time in the cumulative total of hours earned.
- Graduate: A student who has fulfilled all appropriate coursework in his/her major and who has fulfilled any obligations to the college. To be considered a graduate, students must have applied for and been awarded a degree/certificate.
- Graduation Rate: The rate required for disclosure and/or reporting purposes under the Student Right-to-Know/Campus Security Act. This rate is calculated as the total number of completers within 150% of normal time (for community colleges, 150% is three years) divided by the revised cohort minus any allowable exclusions. The official IPEDS graduation rate only includes students who enter the college in a given fall term as first-time, full-time, degree or certificate-seeking student. This cohort can include former dual enrollment students but does not include transfer students.
- Headcount: The unduplicated count of students enrolled in a term. This counts individual students in a group/cohort regardless of enrollment status (full-time or part-time).
- Health Sciences: A term for health-related job preparatory programs, generally other than nursing, in community colleges. JSCC has many AAS and technical certificates as well as Tennessee Transfer Pathways in the Health Science areas.
- Integrated Post-Secondary Education Data System (IPEDS): Supervised by the National Center for Education Statistics (NCES). IPEDS is designed to help NCES meet its mandate to report statistics on the condition of post-secondary education. The IPEDS system is built upon a series of interrelated surveys to collect data in such areas as enrollment, program completion, faculty and staffing, finances, student financial aid, admissions, and library resources.
- Institutional Dual Credit: Dual credit opportunities that are unique to JSCC. Institutional dual credit courses are specific to JSCC's course offerings and are available at local high schools. Students must pass an institutional (JSCC) exam in order to receive credit. Institutional dual credit is only awarded to high school students once they have enrolled in JSCC courses as a dual

enrollment high school student or as a degree-seeking student after graduating from high school.

- **New student:** A student who enrolls as degree-seeking for the first time. Former dual enrollment students will become “new” upon their first term as degree-seeking. Coded as student type “N” in first term.
- **Part-time Student:** Any student enrolled in 11 credit hours or less in a term.
- **Program of Study:** A prescribed set of courses that lead to a degree or certificate in a specific major or pathway. A program of study is referred to as a “major.”
- **Quality Assurance Funding (QAF):** Formerly called Performance Funding. An incentive-based funding initiative for public higher education, coordinated by THEC, which financially rewards exemplary institutional performance on selected measures of effectiveness. Institutions can earn up to 5.45% of their state operating appropriations.
- **Southern Association of Colleges and Schools-Commission on Colleges (SACSCOC):** One of six regional accrediting agencies in the U.S. recognized by the U.S. Department of Education. SACSCOC accredits colleges in the south-eastern portion of the U.S. The mission of the SACSCOC is to assure the educational quality and improve the effectiveness of its member institutions. JSCC is accredited by The Commission to award the Level I Associate Degree. The Commission accredits the entire college and not individual programs. The SACSCOC monitors the actions and outcomes of its colleges in order to ensure that students are receiving quality educational experiences and meeting their completion goals.
- **Special Student:** The designation given to a non-degree seeking student who is taking college-level courses for personal gain/enrichment; to a student who has not met all admission criteria and will eventually change to degree-seeking status; or to a certificate-seeking student. Special students may also be enrolled to only audit a course and not receive credit. Coded as student type: S.
- **Statewide Dual Credit:** Statewide dual credit consists of academically challenging high school courses which are aligned to postsecondary standards. Through the Statewide Dual Credit program students have the opportunity to earn credit that can be applied to any TN public postsecondary institution. Tennessee high school and postsecondary faculty work together to develop the learning objectives and a challenge exam for each course, which are tied to current postsecondary expectations. All statewide dual credit courses are approved by the Consortium for Cooperative Innovative Education before they can be offered as a part of the state’s current pilot program (see Public Chapter 967) for more information). Students must pass an approved exam at the end of the course in order to receive college credit.
- **Tennessee Achieves:** TN Achieves is the partnering organization to the TN Promise Scholarship in Tennessee. The organization’s mission is to increase higher education opportunities for Tennessee high school students by providing last-dollar scholarships with mentor guidance. tnAchieves provides the support necessary for students applying for and participating in the TN Promise program. tnAchieves oversees the TN Promise summer bridge programs, recruits and trains all TN Promise mentors, and assists with TN Promise, college, and FAFSA applications.
- **Tennessee Board of Regents (TBR):** The governing board of the 13 TN community colleges and 27 Tennessee Colleges of Applied Technology. TBR is the largest system of public higher education in the state of TN. The TBR system is governed by an 18-member Board that sets policies and guidelines that govern all institutions in the system.

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- Tennessee eCampus: Formerly RODP/ROCC, TN eCampus is a fresh approach to how online education options are presented to Tennesseans who are seeking an online degree program or exploring course options that can accelerate degree completion. TN eCampus provides a comprehensive view of online programs offered by all TBR institutions via a single, easy-to-use website portal. TN eCampus cannot award credit or credentials. Students enrolled in TN eCampus courses do so through the home institution of their choice. For example, if a JSCC student enrolls and completes a TN eCampus course, the credit would be awarded by JSCC and reflected on the student's transcript.
- Tennessee Higher Education Commission (THEC): THEC was created in 1967 by the Tennessee General Assembly to achieve coordination and foster unity in higher education in the state. The Commission develops, implements, and evaluates postsecondary education policies and programs in Tennessee while coordinating the state's systems of higher education, and is relentlessly focused on increasing the number of Tennesseans with a postsecondary credential.
- Tennessee Promise (TNP): Scholarship and mentoring program that began in the fall of 2015. It provides graduating high school students a last-dollar scholarship, meaning the scholarship will cover tuition and fees* not covered by the Pell grant, the HOPE scholarship, or TSAA funds. Students may use the scholarship at any of the state's 13 community colleges, 27 colleges of applied technology, or other eligible institution offering an associate's degree program. *Some course/program fees may not be covered by TN Promise.
- Tennessee Reconnect: TN Reconnect is a last dollar scholarship for adult students in the state of TN, meaning the scholarship will cover tuition and fees** not covered by the Pell grant or Lottery funds.*Adult student is defined as anyone age 25 or older. TN Reconnect is only available to adults in TN who have **not** earned a post-secondary credential. This includes students returning to college after years of separation and those entering college for the first time. Students may use the scholarship at any of the state's 13 community colleges, 27 colleges of applied technology, or other eligible institution offering an associate's degree program. **Some course/program fees may not be covered by TN Reconnect. TN Reconnect is limited in availability at this time. TN Reconnect becomes widely available in fall 2018.
- Tennessee Student Assistance Corporation (TSAC): TSAC is Tennessee's designated federal guaranty agency* responsible for the administration of post-secondary educational loan programs authorized by Title IV of the Higher Education Act of 1965, and further authorized by Tennessee Code Annotated Section 49-4-404. TSAC also administers other state and federal student assistance programs as authorized. TSAC is administered by a Board of Directors. *A non-profit corporation designated by the US Department of Education to administer the Federal Family Education Loan Program (FFELP).
- Tennessee Transfer Pathways (TTPs): JSCC's College/University Transfer Program consists of pathways in academic and pre-professional areas designed for students desiring to transfer to a four-year college or university to work toward a baccalaureate degree. The TTPs are used as advising tools designed to help community college students plan for transferring to a Tennessee public university or select, regionally accredited, non-profit, Tennessee private colleges and universities to complete their baccalaureate degree. These pathways were designed to create a seamless transition from community college to university upon completion of the associate's degree. TTPs are also referred to as "majors." *All transfer programs (AA/AS) are classified under one CIP code-University Parallel.

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- Tenure: Status pursuant to which faculty appointments are continued until retirement or physical or mental disability, subject to dismissal for adequate cause or unavoidable termination for financial exigency or curricular reasons. This status is only awarded to faculty members who have successfully and consistently met rigorous standards for research, teaching, and public service.
- Transfer Student: Students with college credits earned elsewhere prior to enrolling as a new student in another college. Coded as student type "T" in first term.
- Transient Student: (1) A student attending more than one institution in the same term. (2) A student who takes courses in the summer term at an institution other than his/her home institution. Coded as student type "X" in first term.
- Quality Points: Points assigned to grades in order to calculate Grade Point Average (GPA). For each grade letter, a set number of quality points is assigned. The following quality points are assigned to grades:
 - For each credit hour of A – 4 quality points
 - For each credit hour of B – 3 quality points
 - For each credit hour of C – 2 quality points
 - For each credit hour of D – 1 quality point
 - For each credit hour of F – 0 quality points